

## Heathlands Management Committee AGM Chairmans Report July 2021.

Last years report was the year of the “Refurbishment” of Heathlands where as this years report is the year of the “Pandemic” and like so many others around the world, it has been a struggle to keep our heads above water.

With the Social Club closed down and being unable to have our usual “functions” in the Hall, our income has been rock bottom. We have however been saved by the funds we were able to apply for from Broadland District Council. This gave us a monthly income and a generous final one off payment in March this year. With this money we were able to keep the Community Centre “ticking over” with minimal heating, lighting and running expenses.

We used some of our own money this year to replace the railings around the car park with new metal ones. The timber fencing had been damaged and despite suggestions this should be repaired, we had no option but to replace this completely as a matter of health and safety.

Sadly, Brenda Dawson died, she had been a Committee member for a good number of years and helped wherever she could. Also Frank Hughes passed away and he kindly left us a small legacy in his Will. We intend to put this towards kick starting off our fundraising to replace the Under 6’s play equipment.

We are now beginning to discuss how we can bring back the many “hirers”, such as the Monday Club, Badminton etc., and especially the functions in the Hall. Whilst we don’t expect an inrush of bookings, we hope and need these events to come back as they make up a good part of our fundraising. We had

pencilled in new dates for the next Jumble Sale which has had to be cancelled but hopefully the garage sale will still be on.

We are at a very early stage of looking at providing changing facilities for the football clubs but we will have to investigate this in much greater detail as any venture such as this must be a viable asset to Heathlands.

As you will know, Carol and Alan are moving and we will miss them but fortunately Graham has kindly offered to take over lots of the things that Alan did, like the Beer lines in the Social Club, the 50/50 lottery etc. and we also have 2 new volunteers, Anne and Bev who have joined our committee, so we welcome them all. Michael has kindly agreed to act as Vice Chair as well as Treasurer so we are now back up to strength.

It will however take us a little while to get back to some form of normality and I would like to say thank you to all of you who do your part in helping us in running Heathlands, it's hard work but it is a great facility to have in Blofield Heath. This just leaves me to say thank you to Jill for not only remaining as Secretary, but also secretary to the Social Club plus all the enormous amount of work she does behind the scenes, so thank you again.

In conclusion whilst, like so many others, this has been a most difficult year, we are anxious to get back to fund raising so lets hope July 19th is the day to return to some form of "normality."

Thank you.  
Claire Norton  
Chair HMC

C F Norton  
18.8.2021

|  |           |            |                      |
|--|-----------|------------|----------------------|
| <b>Blofield Heath Community<br/>Centre</b> |           | Charity No | 303909               |
|  |           |            |                      |
| Unaudited annual accounts                  |           |            |                      |
| Period start                               | 01-Jan-20 | To         | Period end 31-Dec-20 |



|                                 |           |    |            |           |       |
|---------------------------------|-----------|----|------------|-----------|-------|
| Blofield Heath Community Centre |           |    | Charity No | 303909    | CC17a |
| Annual accounts for the period  |           |    |            |           |       |
| Period start                    | 01-Jan-20 | To | Period end | 31-Dec-20 |       |

## Section A Statement of financial activities

| Recommended categories by activity                         | Details of own analysis                             | Unrestricted funds<br>£ | Restricted income funds<br>£ | Total this year<br>£ | Total last year<br>£ |
|--|---|-------------------------|------------------------------|----------------------|----------------------|
| <b>Incoming resources</b>                                  |   |                         |                              |                      |                      |
|  | <b>Note 4</b>                                       |                         |                              |                      |                      |
| Charity Activities   | Day Centre Income                                   | 2,043                   | -                            | 2,043                | 8,868                |
|  | 50/50 Club Income                                   | 1,307                   | -                            | 1,307                | 1,299                |
|  | Letting of Community Centre                         | 5,669                   | -                            | 5,669                | 7,173                |
| Grants and Donations                                       | Grants and Donations                                | 33,738                  | -                            | 33,738               | 61,409               |
| Fund Raising   | Fund Raising  | 3,291                   | -                            | 3,291                | 7,057                |
| Investment income  | Interest  | -                       | -                            | -                    | 36                   |
| Other  | Other incoming resources                            | 1,015                   | -                            | 1,015                | 2,990                |
| <b>Total incoming resources</b>                            |   | <b>47,063</b>           | <b>-</b>                     | <b>47,063</b>        | <b>88,832</b>        |
| <b>Resources expended</b>                                  |   |                         |                              |                      |                      |
|  | <b>Notes 5 - 7</b>                                  |                         |                              |                      |                      |
| <b>Costs of Generating Funds</b>                           | Performed by volunteers (no cost)                   | -                       | -                            | -                    | -                    |
|  | Included within charitable activities (below)       | -                       | -                            | -                    | -                    |
| Charitable activities                                      | Day Centre Expenditure                              | 1,372                   | -                            | 1,372                | 6,514                |
|  | 50/50 Club Expenditure                              | 500                     | -                            | 500                  | 556                  |
|  | Building operating costs, and provision of services | 39,289                  | 11,650                       | 50,939               | 50,563               |
| <b>Total resources expended</b>                            |   | <b>41,161</b>           | <b>11,650</b>                | <b>52,811</b>        | <b>57,633</b>        |
| <b>Net incoming/ - outgoing resources before transfers</b> |   | <b>5,902</b>            | <b>- 11,650</b>              | <b>5,748</b>         | <b>31,199</b>        |
| <b>Fund transfers</b>                                      |   | <b>-</b>                | <b>-</b>                     | <b>-</b>             | <b>-</b>             |
| <b>Total funds brought forward</b>                         |   | <b>149,695</b>          | <b>192,933</b>               | <b>342,628</b>       | <b>177,518</b>       |
| <b>Total funds carried forward</b>                         |   | <b>155,597</b>          | <b>181,283</b>               | <b>336,880</b>       | <b>208,717</b>       |

The net movement in funds referred to above is the net incoming resources as defined in the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commission for England & Wales and is reconciled to the total funds as shown in the Balance Sheet on Page 2 as required by the said statement.

All activities derive from continuing operations.

The notes on pages 3 to 10 form an integral part of these accounts.

## Section B Balance sheet

|   |                | Unrestricted<br>funds<br>£ | Restricted<br>income<br>funds<br>£ | Total this<br>year<br>£ | Total last<br>year<br>£ |
|---|----------------|----------------------------|------------------------------------|-------------------------|-------------------------|
| <b>Fixed assets</b>                                   |                |                            |                                    |                         |                         |
| Tangible assets                                       | Note 8         | 124,487                    | 181,283                            | 305,770                 | 70,846                  |
| Investments   | Note 9         | -                          | -                                  | -                       | -                       |
| <b>Total fixed assets</b>                             |                | <b>124,487</b>             | <b>181,283</b>                     | <b>305,770</b>          | <b>70,846</b>           |
| <b>Current assets</b>                                 |                |                            |                                    |                         |                         |
| Debtors   | Note 10        | 16,962                     | -                                  | 16,962                  | 16,626                  |
| (Short term) investments                              | Note 9         | 2,638                      | -                                  | 2,638                   | 70,602                  |
| Cash at bank and in hand                              | Note 11        | 12,769                     | -                                  | 12,769                  | 20,588                  |
| <b>Total current assets</b>                           |                | <b>32,369</b>              | <b>-</b>                           | <b>32,369</b>           | <b>107,816</b>          |
| <b>Creditors: amounts falling due within one year</b> | <b>Note 12</b> | <b>1,259</b>               | <b>-</b>                           | <b>1,259</b>            | <b>1,144</b>            |
| <b>Net current assets/(liabilities)</b>               |                | <b>31,110</b>              | <b>-</b>                           | <b>31,110</b>           | <b>106,672</b>          |
| <b>Total assets less current liabilities</b>          |                | <b>155,597</b>             | <b>181,283</b>                     | <b>336,880</b>          | <b>177,518</b>          |
| <b>Creditors: amounts falling due after one year</b>  | <b>Note 12</b> | <b>-</b>                   | <b>-</b>                           | <b>-</b>                | <b>-</b>                |
| <b>Provisions for liabilities and charges</b>         |                | <b>-</b>                   | <b>-</b>                           | <b>-</b>                | <b>-</b>                |
| <b>Net assets</b>                                     |                | <b>155,597</b>             | <b>181,283</b>                     | <b>336,880</b>          | <b>177,518</b>          |
| <b>Funds of the Charity</b>                           |                |                            |                                    |                         |                         |
| Unrestricted funds                                    | Note 13        | 155,597                    |                                    | 155,597                 | 169,743                 |
| Restricted funds                                      | Note 14        |                            | 181,283                            | 181,283                 | 7,775                   |
| <b>Total funds</b>                                    |                | <b>155,597</b>             | <b>181,283</b>                     | <b>336,880</b>          | <b>177,518</b>          |

The notes on pages 3 to 10 form an integral part of these accounts.

Signed by trustees on behalf of all the trustees

Signature

Print Name

Date of  
approval

|             |                |         |
|-------------|----------------|---------|
| C.F. Norton | CAPTAIN NORTON | 18.5.18 |
|             |                |         |

**Note 1 Basis of preparation****1.1 Basis of accounting**

These accounts have been prepared on the basis of historic cost convention and in accordance with Financial Reporting Standards for Smaller Entities (FRSSE), effective January 2008. In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) issued in March 2005, applicable UK Accounting Standards and the Charities Act 2011.

The particular accounting policies are set out below.

**1.3 Consolidation of accounts**

The accounts and notes to the accounts are a consolidation of separate accounts maintained for Blowfield Heath Community Centre (the controlling entity), Blowfield Heath 50:50 Club and Blowfield Heath Day Centre.

## Note 2 Accounting policies

### ASSETS

**Tangible fixed assets for use by charity** These are capitalised if they can be used for more than one year, and cost at least £100. They are valued at cost or a reasonable value on receipt. They are used for charitable purposes.

**Capital Grants** Gifts of tangible fixed assets or grants of a capital nature given for specific purposes and fully utilised in the furtherance of the objects of the charity are credited to a relevant restricted fixed asset fund designated for this purpose. The related fixed asset is shown on the balance sheet at the full cost of acquisition and depreciated over the useful life in accordance with the depreciation policy (below). As these assets are depreciated then the related restricted fund is reduced to reflect the reduction in the value. The depreciation and related reductions in reserves are included in the income statement in the year that the depreciation is incurred. Any specific restrictions imposed by the grant making body, beyond use by the charity for the purposes of its normal charitable activities, on use of the assets, is disclosed in the Fixed Assets notes.

**Depreciation** Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a reducing balance method over their expected useful economic lives as follows:

|   |   |
|---|---|
| Freehold property                       | 2% Straight line  |
| Building improvements and refurbishment | 10% Reducing balance                                    |
| Fixtures & Fittings                     | 20% Reducing balance                                    |
| Equipment (Childs play area)            | 75% write down in year, 10% reducing balance thereafter |

### INCOMING RESOURCES

**Recognition of incoming resources** Income from grants, legacies, donations, appeals, fundraising and investments is recognised in the Statement of Financial Activities (SOFA) when they are receivable, except as follows:

When donors specify that they must be used in future accounting periods the income is deferred until those periods.

When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions have been met.

When donors specify that grants, donations and legacies, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

For the treatment of Capital Grants see policy note under this heading above.

**Incoming resources with related expenditure** Where incoming resources have significant related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are matched and reported gross in the SOFA. Rental income is reported net of collection charges on a receivable basis. Bar gross profits reported in the SOFA net of direct purchases, adjusted for opening and closing inventories.

**Grants and donations** Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

**Tax reclaims on donations and gifts** Incoming resources from tax reclaims are included in the SOFA at the same time as the gift to which they relate.

**Contractual income and performance related grants** This is only included in the SOFA once the related goods or services have been delivered.

**Gifts in kind** Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.

Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.

Gifts in kind for use by the charity are included in the SOFA as incoming resources when receivable.

**Donated services and facilities** These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

**Volunteer help** The value of any voluntary help received is not included in the accounts and is described in the Trustees Annual Report.

**Note 2 Accounting policies (continued)****EXPENDITURE AND LIABILITIES**

|  |  |
|--|--|
| <b>Liability recognition</b>                         | Liabilities are recognised in the SOFA on an accruals basis as soon as there is a legal or constructive obligation committing the charity to pay out resources.  |
| <b>VAT</b>   | VAT which cannot be recovered is included with the expense to which it relates.  |
| <b>Taxation</b>                                      | As a registered charity, the company is exempt from income and corporation tax to the extent that income and grants are applicable to charitable purposes only.  |
| <b>Governance costs</b>                              | Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.  |
| <b>Resource allocation</b>                           | Resources expended are allocated to particular activities where the cost relates directly to that activity.  |
| <b>Grants with performance conditions</b>            | Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SOFA once the recipient of the grant has provided the specified service or output.  |
| <b>Grants payable without performance conditions</b> | These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.  |
| <b>Funds held by the charity</b>                     | <p>Funds held are either:</p> <p>Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees</p> <p>Designated/restricted funds – these are funds which can only be used for particular purposes within the objects of the charity. Restrictions arise when specified by a donor or when funds are solicited on the explicit understanding that they will be applied to particular restricted purposes.</p> |

**Note 3 Winding up or dissolution of the charity**

In upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the remaining accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.



**Note 4      Analysis of incoming resources**

|  | Analysis                              | This year<br>£ | Last year<br>£ |
|--|---------------------------------------|----------------|----------------|
| Day Centre Income                          | Donations                             | 238            | 391            |
|  | Subscriptions                         | 1,336          | 5,849          |
|  | Bank Interest                         | 2              | 2              |
|  | Sales and Raffles                     | 467            | 2,626          |
|  | <b>Total</b>                          | <b>2,043</b>   | <b>8,868</b>   |
| 50/50 Club Income                          | Subscriptions                         | 1,307          | 1,299          |
|  | <b>Total</b>                          | <b>1,307</b>   | <b>1,299</b>   |
| Lettings                                   | Lettings                              | 5,669          | 7,173          |
|  | <b>Total</b>                          | <b>5,669</b>   | <b>7,173</b>   |
| Grants & Donations                         | Grant - Parish Council                | 17,049         | 8,207          |
|  | Donations - Sundry Donations          | -              | 745            |
|  | Donations - Re Focal Point            | -              | 500            |
|  | Donations - Roy Snelling              | -              | -              |
|  | Donations - Supporting Heathlands     | -              | 875            |
|  | Donations - Various for Building Fund | -              | 5,069          |
|  | Donations - Broadland Service Centre  | -              | 193            |
|  | Capital Grants                        | -              | 20,556         |
|  | Donations - Social Club               | 11,250         | 25,204         |
|  | <b>Total</b>                          | <b>33,738</b>  | <b>61,409</b>  |
| Fund Raising                               | Bingo                                 | 387            | 1,403          |
|  | Jumble Sales                          | 576            | 1,159          |
|  | Summer and Christmas Fayres           | -              | -              |
|  | Christmas and New Year's Eve Parties  | -              | 1,816          |
|  | Open Garden Day                       | 1,910          | 1,700          |
|  | Garage Sale                           | 312            | 507            |
|  | Tea and Chat                          | 106            | 472            |
|  | <b>Total</b>                          | <b>3,291</b>   | <b>7,057</b>   |
| Investment Income                          | Bank interest                         | -              | 36             |
|  | <b>Total</b>                          | <b>-</b>       | <b>36</b>      |
| Other incoming resources                   | Various                               | 1,015          | 2,990          |
|  | <b>Total</b>                          | <b>1,015</b>   | <b>2,990</b>   |
| <b>Total incoming resources (See SOFA)</b> |                                       | <b>47,063</b>  | <b>88,832</b>  |

**Note 5 Analysis of resources expended**

|  | Analysis                              | This year<br>£ | Last year<br>£ |
|--|---------------------------------------|----------------|----------------|
| Day Centre Expenditure                     | Food                                  | 627            | 3,823          |
|  | Repairs and Small Equipment Purchases | 24             | 159            |
|  | Members Outing                        | 155            | 1,501          |
|  | Sundry Expenses                       | 367            | 431            |
|  | Insurance and CRB expenses            | 59             | 223            |
|  | Christmas Expenses                    | 140            | 317            |
|  | <b>Total</b>                          | <b>1,372</b>   | <b>6,514</b>   |
| 50/50 Club Expenditure                     | Prizes                                | 481            | 556            |
|  | Sundry Expenses                       | 20             | -              |
|  | <b>Total</b>                          | <b>501</b>     | <b>556</b>     |
| Charitable activities                      | Licences                              | 1,419          | 1,333          |
|  | Lighting and Heating                  | 6,605          | 6,705          |
|  | Maintenance and Repairs               | 5,727          | 2,409          |
|  | Grounds Maintenance                   | 1,060          | 1,399          |
|  | Sundry Expenses                       | -              | 210            |
|  | Bank Charges and Interest             | -              | 15             |
|  | Accounting & Book-keeping             | 2,580          | 2,100          |
|  | Waste Disposal                        | 1,527          | 2,064          |
|  | Rates and Insurance                   | 2,981          | 2,548          |
|  | Telephone and Postage                 | 1,336          | 885            |
|  | Cleaning and Caretaker's Wages        | 12,956         | 14,118         |
|  | Advertising                           | 1,646          | 2,164          |
|  | Professional Fees                     | -              | 5,650          |
|  | Depreciation                          | 1,452          | 6,151          |
|  | <b>Total</b>                          | <b>39,289</b>  | <b>47,751</b>  |
| <b>Total resources expended (see SOFA)</b> |                                       | <b>41,162</b>  | <b>54,821</b>  |

## Section C

## Notes to the accounts

(continued)

## Note 6 Staff costs (included in resources expended)

|             | Analysis              | This year<br>£ | Last year<br>£ |
|-------------|-----------------------|----------------|----------------|
| Staff costs | Wages and salaries    | 12,956         | 15,202         |
|             | Pension contributions | -              | -              |
|             | Social security costs | -              | -              |
|             | <b>Total</b>          | <b>12,956</b>  | <b>15,202</b>  |

No employee earned over £60,000 per annum. The average number of employees during the current year amounted to the equivalent of one full time person (Last year one). There were four people included on the payroll.

## Note 7 Details of certain items of expenditure (included in resources expended)

|                  | Analysis                                  | This year<br>£ | Last year<br>£ |
|------------------|---|----------------|----------------|
| Trustee expenses | Number of trustees who were paid expenses | nil            | nil            |
|                  | Nature of the expenses                    | N/a            | N/a            |
|                  | <b>Total</b>                              | <b>-</b>       | <b>-</b>       |

|   | Analysis  | This year<br>£ | Last year<br>£ |
|---|---|----------------|----------------|
| Fees for examination or audit of the accounts | Independent examiner's or auditors' fees  | 300            | 300            |
|   | Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor | 2,280          | 1,980          |
|   | <b>Total</b>  | <b>2,580</b>   | <b>2,280</b>   |

**Note 8 Tangible fixed assets****8.1 Cost or valuation**

|                                | Freehold Property<br>£ | Property Improvement and refurbishments | Equipment (chairs play area)<br>£ | Fixtures and fittings<br>£ | Total<br>£     |
|--------------------------------|------------------------|---|-----------------------------------|----------------------------|----------------|
| Balance brought forward        | 26,410                 | 368,533                                 | 30,414                            | 43,949                     | 469,306        |
| Grants previously amalgamated  | -                      | -                                       | -                                 | -                          | -              |
| Additions                      | -                      | 10,545                                  | -                                 | -                          | 10,545         |
| Revaluations                   | -                      | -                                       | -                                 | -                          | -              |
| Disposals                      | -                      | -                                       | -                                 | -                          | -              |
| <b>Balance carried forward</b> | <b>26,410</b>          | <b>379,078</b>                          | <b>30,414</b>                     | <b>43,949</b>              | <b>479,851</b> |

**8.2 Accumulated depreciation and impairment provisions**

|                                | Straight line | Reducing balance | Reducing balance                     | Reducing balance | Total<br>£     |
|--------------------------------|---------------|------------------|--------------------------------------|------------------|----------------|
| <b>Rate</b>                    | <b>2%</b>     | <b>10%</b>       | <b>75% w/o in year, 10% on going</b> | <b>20%</b>       |                |
| Balance brought forward        | 11,671        | 92,625           | 24,608                               | 31,921           | 160,825        |
| Write down prior years         | -             | 23,645           | -                                    | 2,971            | 20,674         |
| Depreciation charge for year   | 528           | 31,010           | 581                                  | 1,812            | 33,930         |
| Impairment provisions          | -             | -                | -                                    | -                | -              |
| Revaluations                   | -             | -                | -                                    | -                | -              |
| Disposals                      | -             | -                | -                                    | -                | -              |
| <b>Balance carried forward</b> | <b>12,199</b> | <b>99,990</b>    | <b>25,189</b>                        | <b>36,703</b>    | <b>174,081</b> |

**8.3 Net book value**

|                 |        |         |       |        |         |
|-----------------|--------|---------|-------|--------|---------|
| Brought forward | 14,739 | 275,908 | 5,806 | 12,028 | 308,481 |
| Carried forward | 14,211 | 279,088 | 5,225 | 7,246  | 305,770 |

**Note 9 Investments**

There are no investments, other than bank deposit accounts and short term investment accounts held with Lloyds Bank comprising a Building Maintenance Account £223, a savings account £307 and a Day Centre savings account £2,106.

**Note 10 Debtors and prepayments****Analysis of debtors**

|   | Amounts falling due within one year |                | Amounts falling due after more than one year |                |
|---|-------------------------------------|----------------|--|----------------|
|   | This year<br>£                      | Last year<br>£ | This year<br>£                               | Last year<br>£ |
| Social Club Inter-company account       | 13,952                              | 13,176         | -  | -              |
| Trade debtors                           | -                                   | -              | -  | -              |
| Short Term Loan - Hemblington Preschool | -                                   | -              | -  | -              |
| Sundry debtors                          | -                                   | 154            | -  | -              |
| Prepayments                             | 3,011                               | 3,390          | -  | -              |
| <b>Total</b>                            | <b>16,962</b>                       | <b>16,720</b>  | <b>-</b>                                     | <b>-</b>       |

**Note 11 Bank Accounts****Analysis of Current Accounts and cash in hand**

|  | Balances       |                |
|--|----------------|----------------|
|  | This year<br>£ | Last year<br>£ |
| Blofield Heath Community Centre - Bank | 8,143          | 14,249         |
| Heathlands 50:50 Club - Bank           | 1,294          | 2,384          |
| Heathlands Day Centre - Cash and Bank  | 3,331          | 3,126          |
| <b>Total</b>                           | <b>12,768</b>  | <b>19,759</b>  |



## Note 12 Creditors and accruals

### Analysis of creditors

|                  | Amounts falling due within one year |                | Amounts falling due after more than one year |                |
|------------------|-------------------------------------|----------------|--|----------------|
|                  | This year<br>£                      | Last year<br>£ | This year<br>£                               | Last year<br>£ |
| Sundry creditors | -                                   | -              | -  | -              |
| Inland revenue   | 21                                  | 221            | -  | -              |
| Accrued expenses | 1,238                               | 1,179          | -  | -              |
| <b>Total</b>     | <b>1,259</b>                        | <b>1,400</b>   | <b>-</b>                                     | <b>-</b>       |

## Note 13 Unrestricted Funds

|                        |                                    | This year<br>£ | Last year<br>£ |
|------------------------|------------------------------------|----------------|----------------|
| <b>General funds</b>   | Analysis                           |                |                |
|                        | Balance brought forward            | 149,695        | 183,198        |
|                        | Net incoming / -outgoing resources | 5,902          | 33,503         |
|                        | Transfer to restricted funds       | -              | -              |
|                        | <b>Balance carried forward</b>     | <b>155,597</b> | <b>149,695</b> |
| <b>Represented by:</b> | Fixed assets                       | 124,488        | 115,550        |
|                        | Net current assets                 | 31,110         | 34,146         |
|                        | <b>Balance carried forward</b>     | <b>155,597</b> | <b>149,695</b> |

|                    |                |                |
|--------------------|----------------|----------------|
| <b>Total Funds</b> | <b>155,597</b> | <b>149,695</b> |
|--------------------|----------------|----------------|

### Breakdown of funds by organisation

|                                 |                |                |
|---------------------------------|----------------|----------------|
| Blofield Heath Community Centre | 134,610        | 129,855        |
| 50:50 Club                      | 5,116          | 4,310          |
| Day Centre                      | 1,919          | 1,828          |
| Social Club                     | 13,952         | 13,702         |
| <b>Total Funds</b>              | <b>155,597</b> | <b>149,695</b> |

## Note 14 Restricted income funds

### Movements of major funds

#### Restricted funds

| Fund balances brought forward<br>£ | Incoming resources<br>£ | Outgoing resources /<br>Amortisation of grants<br>£ | Fund balances carried forward<br>£ |
|------------------------------------|-------------------------|---|------------------------------------|
| -                                  | -                       | -   | -                                  |
| -                                  | -                       | -   | -                                  |

|                               |          |          |          |          |
|-------------------------------|----------|----------|----------|----------|
| <b>Total Restricted Funds</b> | <b>-</b> | <b>-</b> | <b>-</b> | <b>-</b> |
|-------------------------------|----------|----------|----------|----------|

#### Restricted funds relating to depreciating assets

|   |         |   |        |         |
|---|---------|---|--------|---------|
| Grant for fire door                           | 273     | - | 7      | 266     |
| Grant received for play area                  | 648     | - | 64     | 584     |
| Grant received to refurbish cloakrooms        | 1,395   | - | 140    | 1,255   |
| Grant received for Refurbishing Toilets       | 772     | - | 79     | 693     |
| Grant received for Car Park                   | 2,582   | - | 258    | 2,324   |
| Grant received for Cooker                     | 668     | - | 67     | 601     |
| Grant received for Refurbishment from Lottery | 186,595 | - | 11,035 | 175,560 |

|                               |                |          |               |                |
|-------------------------------|----------------|----------|---------------|----------------|
| <b>Total Restricted Funds</b> | <b>192,933</b> | <b>-</b> | <b>11,650</b> | <b>181,283</b> |
|-------------------------------|----------------|----------|---------------|----------------|

#### Designated funds

|   |   |   |   |
|---|---|---|---|
| - | - | - | - |
|---|---|---|---|

|                    |                |          |               |                |
|--------------------|----------------|----------|---------------|----------------|
| <b>Total Funds</b> | <b>192,933</b> | <b>-</b> | <b>11,650</b> | <b>181,283</b> |
|--------------------|----------------|----------|---------------|----------------|

# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

**Report to the trustees/  
members of**

**Blofield Heath Community Centre**

**On accounts year ended**

31 December 2020

**Charity no**

303909

**Set out on pages**

Pages 1 to 10 Headed: Section A Statement of financial activities, Section B Balance sheet and Section C Notes to the accounts.

**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 needed.

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 independent examiner's statement**

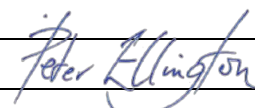
My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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 statement 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 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.

**Signed:**



**Date:**

1<sup>st</sup> July 2021

**Name:**

Peter Ellington

**Relevant professional qualification(s) or body (if any):**

FAIA

**Address:**

Triple Bottom Line Accounting Limited, The Enterprise Centre, University of East Anglia, NR4 7TJ

No significant disclosures are necessary.

**Give here brief details of any items that the examiner wishes to comment upon.**

The records consist of books of accounts and summarised accounts for four separate elements; Blofield Heath Community Centre, Blofield Heath Day Centre, Blofield Heath Social Club and the Blofield Heath 50:50 club. I have performed a consolidation of these entities based on information made available to summarise the accounts presented on pages 1 to 10.

The Social club is represented in the Charity Accounts by a single line; Social Club Inter-Company Account.

Full details on the social club can be found in the separate accounts 'Heathlands Social Club Limited'

The books for the Day Centre are kept to a very high standard, with regular reconciliations made to cash and bank.

The book keeping for Community Centre was completed by Triple Bottom Line Accounting. All months were reconciled to the bank account and all receipts were made available.

The 50:50 club books are maintained manually and there were no discrepancies or issues identified on completion of a bank reconciliation.

The records of the Social Club are kept to a good level and expenditure can be confirmed against receipts.

Its pleasing to see that cash takings continue to be banked in their entirety on a regular basis. A full audit trail showing the cash takings of each day can now be reconciled to bank.