

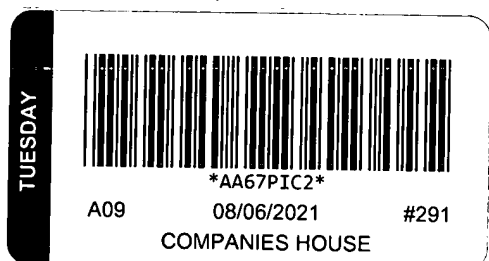
THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30TH JUNE 2020

CHARITY REGISTRATION NUMBER: 1109049

COMPANY NUMBER: 05396860



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THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

CHARITY INFORMATION
FOR THE YEAR ENDED 30TH JUNE 2020

Charity Number :	1109049
Trustees:	P A Buttrum C Atkinson B Stuckey G McCormick
Secretary:	J E Howard
Registered Number:	05396860 (England & Wales)
Registered Office:	First Floor, Woburn Court 2 Railton Road, Woburn Road Industrial Estate Kempston Bedford MK42 7PN
Bankers:	Nat West Bank plc 81 High Street Bedford MK40 1YN
Independent Examiner:	R Hammond FCA Haines Watts 2 Railton Road, Woburn Road Industrial Estate Kempston Bedford MK42 7PN

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

TRUSTEES' REPORT

FOR THE YEAR ENDED 30TH JUNE 2020

The trustees present their report and the financial statements of the charitable company for the year ended 30th June 2020. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities (FRS102)" for preparing the annual report and financial statements.

Objectives and activities for the public benefit:

The objects of the charitable company are:

- a) To promote the benefit of the inhabitants of the beneficial area (the urban district of Kempston) without distinction of sex or political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.
- b) To secure the establishment of a Community Centre and to maintain and manage, such a Centre for activities promoted by the Association and its constituent bodies in furtherance of the above objects.

Legal framework

The charitable company is limited by guarantee, with liability limited to £10 per member. The charity is governed by its memorandum and articles of association.

Review of operations

The trustees are satisfied with the results for the year, reporting a surplus on unrestricted funds of £14,646 (2019: £9,585).

We would like to express our gratitude to the volunteer fundraisers, whose efforts in the year raised £4,778 towards maintaining our facilities. Key events contributed the following;

Tea Dances & Concerts	£3,478
New Years Eve function	£1,300

The trustees would also like to thank the Bedford Borough Council for their kind support by granting £25,000 during the Covid pandemic.

Thanks is also expressed to the late Mrs Pauline gurney for her donation of £1,300.

Financial Highlights

The results for the year are shown in the statement of financial activities on page 6. These results are considered satisfactory by the trustees.

Trustees

The trustees (who are also directors of The Kempston Community Association Limited for the purpose of company law) during the period under review were as follows:

P A Buttrum
C Atkinson
B Stuckey
G McCormick

No trustees received any remuneration for their services during the period.

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

TRUSTEES' REPORT

FOR THE YEAR ENDED 30TH JUNE 2020

Trustee appointment and induction

Members of the general public or representatives of local authority bodies can be appointed as trustees. Potential new trustees are proposed at Annual General Meeting and subject to a majority consent.

The charity is fortunate to have a number of trustees who have been with the association for a long period, who are able to pass on their knowledge and experience of the organisation. Any new trustees are also made aware of their legal obligations under charity and company law, the content of the memorandum and articles and the committee's decision making process.

Organisational structure

The trustees hold regular meetings and decisions are made upon majority consent. The day to day operations are carried out by the centre manager, company secretary and their team.

Governance

The Kempston Community Association Limited are working towards compliance with "Good Governance – a Code for the Voluntary and Community Sector", published in June 2005.

Reserves Policy

It is the Charity's aim to hold a minimum of six month's overhead costs in unrestricted reserve at all times to ensure the charity has sufficient reserves to further its charitable objectives. At the year-end unrestricted reserves amounted to £96,559 (2019: £90,868).

Risks

The trustees believe that the charity is not exposed to any material risks. The trustees are satisfied that the appropriate level of insurance cover is in place should anything happen to damage their main asset.

Grant making policy

The charity has no set policy in relation to making grant payments.

Investment policy

The investment policy is to only hold low risk investments, to safeguard the charity's funds.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

On behalf of the trustees



P A Buttrum- Trustee

Date: 5/6/21

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 30TH JUNE 2020

Company law, and other laws applicable to charities in England and Wales require the trustees (who are also directors of The Kempston Community Association Limited for the purpose of company law) to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the charity's financial activities during the period, and of its financial position at the end of that period.

In preparing those financial statements, the Trustees are required to follow best practice and:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity, to enable them to ascertain the financial position of the charity and which enables them to ensure that the financial statements comply with the Companies Act 2006 and the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the Trustees



.....
J E Howard - Secretary

Date:

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

**Independent Examiner's Report to the Trustees on the
Unaudited Accounts of The Kempston Community Association Limited
For the year ended 30th June 2020**

I report on the accounts of the charitable company for the period ended 30th June 2020, which are set out on pages 6 to 12.

Responsibilities and basis of report

As described on page 4 the trustees, (who are also the directors of The Kempston Community Association Limited for the purpose of company law), are responsible for the preparation of the accounts. The 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. I am qualified to undertake the examination being a qualified member of the Institute of Chartered Accountants (England & Wales).

Having satisfied myself that the Charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

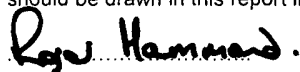
- examine the accounts under section 145 of the 2011 Act;
- to follow procedures laid down in the general Directions given by the Charity Commissioners
- to state whether particular matters have come to my attention and under section 145(5)(b) of the 2011 Act; and

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 that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



R Hammonds FCA
Haines Watts
First Floor, Woburn Court
2 Railton Road
Woburn Road Industrial Estate
Kempston
Bedford MK42 7PN

Date: 27th June 2021.

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

**STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 30TH JUNE 2020**

	Restricted 2020 £	Unrestricted 2020 £	Total Funds 2020 £	Total Funds 2019 £
Income and endowments from:				
Generated funds				
<i>Donations and Legacies</i>				
Grants & Donations (note 4)	-	27,100	27,100	1,250
<i>Income from charitable activities & fund raising</i>				
Fund raising proceeds	-	4,778	4,778	5,475
<i>Income from other trading activities</i>				
Bar takings	-	16,599	16,599	22,552
Hall lettings	-	49,383	49,383	79,651
Total	-	97,860	97,860	108,928
Expenditure on:				
Raising funds				
Charitable & trading activities				
Purchases (adjusted for stock)	-	8,929	8,929	13,042
Wages & salaries	-	36,061	36,061	39,540
Repairs & renewals	-	5,378	5,378	3,571
Laundry, cleaning & refuse	-	4,945	4,945	5,154
Light & heat	-	10,874	10,874	10,736
Insurances	-	5,844	5,844	6,284
Rates	-	2,421	2,421	2,044
Licences	-	692	692	1,151
Telephone	-	697	697	634
Postage, stationery & advertising	-	432	432	172
Sundry expenses	-	146	146	57
Depreciation	6,830	1,302	8,132	7,778
Other costs				
<i>Governance</i>				
Wages & salaries	-	11,794	11,794	12,782
Professional fees	-	854	854	113
Accountancy	-	1,800	1,800	1,800
	6,830	92,169	98,999	104,858
Net income for the year	(6,830)	5,691	(1,139)	4,070
Transfer between funds	-	-	-	-
Net Movement in funds	(6,830)	5,691	(1,139)	4,070
Reconciliation of funds				
Funds brought forward	233,348	90,868	324,216	320,146
Movement in funds for the year	(6,830)	5,691	(1,139)	4,070
Funds as at 30th June 2020	226,518	96,559	323,077	324,216

The statement of financial activities includes all gains and losses in the period.

None of the charitable company's activities were acquired or discontinued during 2019 or 2020.

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

BALANCE SHEET
AS AT 30TH JUNE 2020

	<u>Notes</u>	<u>2019</u> £	<u>2018</u> £
Fixed Assets	6	234,593	240,768
Current Assets			
Stock		4,695	4,592
Debtors & prepayments	7	6,320	818
Bank & cash in hand		102,946	90,493
		<u>113,961</u>	<u>95,903</u>
Creditors: Amounts falling Due within on year	8	25,477	12,455
Net current assets		88,484	83,448
Total assets less current liabilities		<u><u>323,077</u></u>	<u><u>324,216</u></u>
Income funds -			
Charity funds	9	96,559	90,868
Restricted funds	10	226,518	233,348
Total funds		<u><u>323,077</u></u>	<u><u>324,216</u></u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 and the Charities Act 2011 for the year ended 30th June 2020.

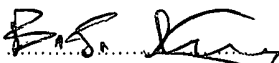
The members have not required the charitable company to obtain an audit of its financial statements for the period ended 30th June 2020 in accordance with Section 476 of the Companies Act 2006.

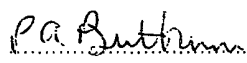
The trustees acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with section 386; and
- preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the period and of its profit or loss for the financial period in accordance with the requirements of section 394 & 395, and which otherwise comply with the requirements of this Act relating to accounts, so far as applicable to this company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the trustees on 5/6/21 and were signed by:


B Stuckey - Trustee


P A Buttrum - Trustee

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

NOTES TO THE ACCOUNTS **FOR THE YEAR ENDED 30TH JUNE 2020**

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland", the Charity SORP (FRS 102) and the Companies Act 2006.

Advantage has been taken of the provisions Section 1A of FRS 102 to exempt the charity from preparing a cash flow statement.

Advantage has also been taken of Paragraph 4 (1) on Schedule 1 of the Small Companies and Groups (Accounts and Directors' Report) Regulations 2008 allowing the format of the financial statements to be adapted to reflect the special nature of the charity's operations.

Incoming resources

Income is recognised in the period in which the charity is entitled to receipt and the amount can be measured with reasonable certainty. Income is only deferred when the charity has to fulfil conditions before becoming entitled to it, or when the donor has specified that the income is to be expended in a future period.

The income from trading charitable activities derived from the provision of services are included in the period in which the supply takes place, after the deduction of discounts and value added tax.

Grants received from government and other agencies are included as income from activities in furtherance of the charity's objects where they amount to a contract for services, but as donations where monies are given with greater freedom of use. Any amounts received for specific purposes are accounted for as restricted funds.

Resources expended

Resources expended are included in the statement of financial activities on an accruals basis, exclusive of reclaimable value added tax. Expenditure directly attributable to specific activities are included within those cost categories. Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity, including accountancy fees, administrative salaries and costs linked to the strategic management of the charity.

Funds accounting

The funds held by the charity are

- a) Unrestricted general funds – these are funds, which can be used in accordance with the charitable objects at the discretion of the trustees.
- b) Restricted funds – these are funds, which can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funding is raised for a particular purpose.

Tangible fixed assets

Capitalisation policy is to capitalise only assets of more than £250 in value, assets below these values are treated as revenue expenditure.

Depreciation of fixed assets is calculated to write off their cost or valuation less any residual value over their estimated useful lives as follows:

Property Improvements	10% straight line
Fixtures & Fittings	15% reducing balance

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30TH JUNE 2020

1 Accounting policies continued

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the statement of financial activities on a straight line basis over the period of the lease.

2 Operating profit

	<u>2020</u>	<u>2019</u>
	£	£
Operating profit is stated after charging:		
Depreciation – owned assets	1,302	7,778
Accountancy fees - preparation of statutory accounts	1,000	1,000
Accountancy fees - Independent examination	800	800

3 Staff costs

	<u>2020</u>	<u>2019</u>
	£	£
Wages and salaries	47,855	52,322
	<u>47,855</u>	<u>52,322</u>

The average number of full time employees analysed by function was:

	<u>2020</u>	<u>2019</u>
Charitable activities	1	1
Administration	<u>1</u>	<u>1</u>
	<u>2</u>	<u>2</u>

No employee received emoluments of more than £60,000.

No remuneration or benefits in kind were paid to any trustee during the period.

4 Grants & donations

	<u>Restricted</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Unrestricted</u>
	<u>2020</u>	<u>2020</u>	<u>2019</u>	<u>2019</u>
	£	£	£	£
Various re Defribulator	-	-	1,250	-
Estate of Pauline Gurney	-	1,300	-	-
Bedford Borough re Covid	-	25,000	-	-
Bedford Keyboard Club	-	800	-	-
	<u>-</u>	<u>27,100</u>	<u>1,250</u>	<u>-</u>

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30TH JUNE 2020**

5	Expenditure	Basis of allocation	Trading activities	Other charitable activities	Governance	Total 2019
			£	£	£	£
Costs directly attributable to activities						
Cost of goods sold	<i>direct</i>		8,929	-	-	8,929
Staff costs	<i>direct</i>		18,273	17,788	-	36,061
Premises costs	<i>% income</i>		4,085	19,999	-	24,084
Repairs & renewals	<i>% income</i>		912	4,466	-	5,378
Licences	<i>direct</i>		692	-	-	692
Accountancy			-	-	1,800	1,800
Support costs allocated to activities						
Staff costs	<i>role</i>		-	-	11,794	11,794
Professional fees	<i>management</i>		-	-	854	854
Depreciation	<i>usage</i>		7,778	-	-	7,778
Admin & communication	<i>usage</i>		-	1,275	-	1,275
			40,669	43,528	14,448	98,645

6	Tangible fixed assets	Freehold property	Property improv'ts	Fixtures & fittings	Total
		£	£	£	£
Cost					
At 1 st July 2019		216,698	144,084	45,570	406,352
Additions		-	-	1,958	1,958
Disposals		-	-	-	-
At 30 th June 2020		216,698	144,084	47,528	408,310
Depreciation					
At 1st July 2019		-	131,466	34,118	165,584
Charge for the year		-	6,207	1,925	8,132
Elimination on disposal		-	-	-	-
At 30th June 2020		-	137,673	36,043	173,716
Net book amount					
At 30th June 2020		216,698	6,411	11,485	234,594
At 30th June 2019		216,698	12,618	11,452	240,768

The property included above was valued at £655,000 by Messrs Black Horse Surveying Services in January 1999.

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30TH JUNE 2020

7 Debtors	<u>2020</u>	<u>2019</u>
	£	£
Debtors	-	818
Value added tax	6,320	-
Other debtors & prepaid expenses	-	-
	<u>6,320</u>	<u>818</u>
8 Creditors	<u>2020</u>	<u>2019</u>
	£	£
Trade creditors	5,658	1,936
Deposits held	2,185	3,025
Value added tax	-	342
Social security & other taxes	273	404
Net wages outstanding	15,069	4,523
Accrued expenses	2,292	2,225
	<u>25,477</u>	<u>12,455</u>
9 Income Fund	<u>2020</u>	<u>2019</u>
	£	£
At 1 st July 2019	90,868	81,283
Net Movement in Funds for the Year	5,691	9,585
	<u>96,559</u>	<u>90,868</u>
Transfer between reserves	-	-
At 30 th June 2020	<u>96,559</u>	<u>90,868</u>
10 Restricted Funds	<u>2020</u>	<u>2019</u>
	£	£
At 1st July 2019	233,348	238,863
Net Movement in Funds for the Year	(6,830)	(5,515)
	<u>226,518</u>	<u>233,348</u>
Transfer between reserves	-	-
At 30th June 2020	<u>226,518</u>	<u>233,348</u>

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30TH JUNE 2020

11 Analysis of Net Assets Between Funds

	Fixed Assets £	Fixed Asset Investments £	Net Assets £	Total £
Restricted funds				
Freehold property	216,698			216,698
CCTV	522			522
Defibrillator	1,029			1,029
Stage curtains and tracks	867			867
Window & door curtains	718			718
Noise limiting equipment	272			272
Hall Ceiling & lighting refurbishment	6,000			6,000
Security Camera	412			412
Total restricted funds	226,518	-	-	226,518
Unrestricted funds	96,559	-	-	96,559
At 30th June 2020	323,077	-	-	323,077

12 Related Party Transactions

There were no transactions with related parties to disclose in the period.