

Charity Registration No. 1118937

Company Registration No. 06034270 (England and Wales)

HILDA LANE COMMUNITY ASSOCIATION
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

HILDA LANE COMMUNITY ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Alix Bushnell John Campbell (dec'd 6 August 2021) Neisha Ebanks Linda Huggins Margaret Quarry
Secretary	Alix Bushnell (resigned 15 September 2020) John Campbell (appointed 15 September 2020; dec'd 6 August 2021)
Charity number	1118937
Company number	06034270
Registered Office	St Hugh's Community Centre 42 Castledine Road Anerley London SE20 8PL
Independent examiner	Jan Bonar CPFA Lodge Farm, Mawfa Crescent Sheffield S14 1AS

HILDA LANE COMMUNITY ASSOCIATION

CONTENTS

	Page
Trustees' report	1 – 3
Independent examiner's report	4
Statement of financial activities	5
Statement of financial position	6
Notes to the accounts	7 – 13

HILDA LANE COMMUNITY ASSOCIATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 DECEMBER 2020

The Trustees present their report and financial statements for the year ended 31 December 2020.

Objectives and activities

The objects of the charity, as stated in its Memorandum & Articles of Association, are to:

- promote the benefit of the inhabitants of the area of benefit without distinction of sex, sexual orientation, nationality, age, disability, race or of political, religious or other opinions by associating together the said inhabitants and the statutory authorities, voluntary and other organisations in a common effort to advance education and to provide facilities, services, advice or assistance 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 and for the benefit of the community;
- establish, or secure the establishment, of a Community Centre and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the above objects;
- promote such other charitable purposes as may from time to time be determined.

The Association shall be non-party in politics and non-sectarian in religion. The area of benefit shall be Anerley, Penge and Crystal Palace, all in South London and the neighbourhood.

The charity fulfils these objectives by: providing a safe comfortable place for local residents to come and interact with the community; by increasing the profile of the Association and providing social and educational support to the surrounding area with focus on health and wellbeing; and by attracting and supporting new user groups including both those set up and run by the local people as well as by the commercial and statutory and non-statutory partners.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Association should undertake for the public benefit.

Achievements and performance

2020 was a very difficult year for the charity due to the closure of the community centre during the pandemic. However, we were able to maintain a connection with the local young people by having Zoom "Youth Club" and outside activities when restrictions allowed. The charity provided food boxes for local residents in conjunction with other charitable organisations. Volunteers from the local area and staff collected the food and made sure it was delivered to those most in need and provided services for residents including collecting medication and vital items for those shielding. We were successful in gaining funding from the Big Issue Invest fund to allow us to recruit a full-time centre manager to help the charity to prepare to come out of the pandemic and facilitate the return of hirers once the community centre was opened again.

Financial review

The charity generated a surplus during the period of £12,724 (2019: deficit of £3,202), represented by a deficit in unrestricted funds of £8,510 (2019: deficit of £714) and a surplus in restricted funds of £21,234 (2019: surplus of £3,916). The funds held at the year-end amounted to £57,162 (2019: £44,438), of which £27,412 (2019: £35,922) were unrestricted, which can be used freely to meet the charity's objectives.

It is the policy of the Association that unrestricted funds which have not been designated for a specific use should be maintained at a level at least equivalent to between three- and six-months' expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Association's current activities while consideration is given to ways in which additional funds may be raised. The charity used £8,510 of these reserves during the Covid-19 pandemic, this has since been returned. At 31 December 2020, the charity's unrestricted liquid reserves stood at £27,412.

HILDA LANE COMMUNITY ASSOCIATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

The Trustees have assessed the major risks to which the Association is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

In March 2020, the global Covid-19 crisis impacted the UK, resulting in long-term lockdown of social activities and an ongoing reduction in allowable social activities. These restrictions have now been fully lifted. The Trustees have reviewed the charity's financial and operating model and under this new model it is now in a very strong position going into the start of 2021. Hall hire is back to the pre-pandemic level and with permanent staff on site it is increasing on a monthly basis. The charity was fortunate to be awarded a grant towards staffing cost in April 2021 which will enable it to continue to operate under this new operating model. The Trustees are therefore confident of both the charity's financial solvency and its ability to deliver an appropriate charitable service to its community. These accounts are therefore presented on a going concern basis.

Structure, governance and management

Hilda Lane Community Association is a charitable company limited by guarantee incorporated in England and Wales (Company Registration No. 06034270) and is registered with the Charity Commission in England (Charity Registration No. 1118937). It is governed by its Memorandum and Articles of Association, which were adopted on 20 December 2006 and amended on 9 July 2019. The registered office is St Hugh's Community Centre, 42 Castledine Road, Anerley, London SE20 8PL.

The Trustees also act as Directors for the purposes of company law and hold no share capital. The Trustees are also the Members of the Company; there are currently 4 Members and the liability of each in the event of a winding-up is £1. The Trustees in post at the date of approval of this report are:

Miss Alix Bushnell
Mrs Neisha Ebanks
Mrs Linda Huggins
Mrs Margaret Quarry

New Trustees are recruited, appointed and inducted by the existing Trustees.

Responsibilities of the Trustees

The Trustees, who are also the directors of Hilda Lane Community Association for the purposes of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Company law requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

HILDA LANE COMMUNITY ASSOCIATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

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

For the financial period ended 31 December 2020 the Company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Signed by order of the Trustees

A handwritten signature in black ink, appearing to read 'Alix Bushnell', written in a cursive style.

Alix Bushnell

Trustee

Dated: 25 April 2022

HILDA LANE COMMUNITY ASSOCIATION

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF HILDA LANE COMMUNITY ASSOCIATION

I report to the Trustees on my examination of the financial statements of Hilda Lane Community Association ('the Association') for the year ended 31 December 2020.

Responsibilities and basis of report

As the Trustees of the Association (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 financial statements of the Association 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 Association's financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed all the applicable 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 material matters have come to my attention in connection with the examination which gives me cause to believe that, in any material respect:

1. accounting records were not kept in respect of the Association as required by section 386 of the 2006 Act and section 130 of the 2011 Act; or
2. the financial statements do not accord with the accounting 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.

Signed:



Jan Bonar CPFA
Lodge Farm
Mawfa Crescent
Sheffield
S14 1AS

Dated: 25 April 2022

HILDA LANE COMMUNITY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 DECEMBER 2020

		Unrestricted funds	Restricted funds	Total funds 2020	Total funds 2019
	Notes	£	£	£	£
INCOME AND ENDOWMENTS FROM:					
Donations	2	10,000	31,616	41,616	13,630
Charitable activities	3	9,860	-	9,860	24,744
Investments	4	175	-	175	283
TOTAL		20,035	31,616	51,651	38,657
EXPENDITURE ON:					
Raising Funds	5	3,970	-	3,970	3,778
Charitable activities	6	24,575	10,382	34,957	31,677
TOTAL		28,545	10,382	38,927	35,455
NET INCOME/(EXPENDITURE) & NET MOVEMENT IN FUNDS		(8,510)	21,234	12,724	3,202
Fund balances brought forward		35,922	8,516	44,438	41,236
RECONCILIATION OF FUNDS:					
TOTAL FUNDS CARRIED FORWARD		27,412	29,750	57,162	44,438

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

The notes on pages 7-13 form part of these financial statements.

HILDA LANE COMMUNITY ASSOCIATION

STATEMENT OF FINANCIAL POSITION

AS AT 31 DECEMBER 2020

	Note	2020 £	2019 £
CURRENT ASSETS			
Debtors & prepayments	12	3,740	6,091
Cash at bank and in hand	13	<u>54,421</u>	<u>39,293</u>
Total current assets		58,161	45,384
LIABILITIES			
Creditors: Amounts falling due within one year	14	(999)	(946)
NET CURRENT ASSETS		<u>57,162</u>	<u>44,438</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>57,162</u>	<u>44,438</u>
TOTAL NET ASSETS	16	<u>57,162</u>	<u>44,438</u>
THE FUNDS OF THE CHARITY			
Restricted funds	16	29,750	8,516
Unrestricted funds			
General fund	16	<u>27,412</u>	<u>35,922</u>
Total charity funds		<u>57,162</u>	<u>44,439</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006 (the Act) for the year ended 31 December 2020. No member of the company has deposited a notice pursuant to section 476 requiring an audit of these financial statements.

The Trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

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

The financial statements were approved by the Trustees on 25 April 2022.



Alix Bushnell
Trustee

Company registration number 06034270

*** The notes on pages 7-13 form part of these financial statements. ***

HILDA LANE COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

1. Accounting Policies

The financial statements have been prepared in accordance with the accounting policies set out below and comply with the Association's Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

1.1 Accounting convention

The financial statements have been prepared in accordance with the Association's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The Association is a Public Benefit Entity as defined by FRS 102.

The Association has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the Association. Monetary amounts in these financial statements are rounded to the nearest £1.

The financial statements have been prepared under the historical cost convention and on an accruals basis. The principal accounting policies adopted are set out below.

1.2 Going concern

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

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the Association's charitable objectives unless the funds have been designated for other purposes.

Restricted funds are only available for use for specific charitable purposes specified by the donor.

1.4 Incoming resources

The Association hires out the hall for local activities and community events as part of its fundraising activities. This income is recognised when the Association is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt.

1.5 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.6 Financial instruments

Financial instruments are recognised in the Association's balance sheet when the Association becomes part to the contractual provisions of the instrument.

HILDA LANE COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest rate method. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, which include trade creditors and bank loans, are initially recognised at transaction price. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest rate method.

2 Donations

	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
Charitable grants	<u>10,000</u>	<u>31,616</u>	<u>41,616</u>	<u>13,630</u>
	<u>10,000</u>	<u>31,616</u>	<u>41,616</u>	<u>13,630</u>

3 Income from charitable activities

	Total 2020 £	Total 2019 £
Hire of Community Hall	9,860	24,583
Community Events	-	161
	<u>9,860</u>	<u>24,744</u>

4 Investment income

	Total 2020 £	Total 2019 £
Interest receivable	<u>175</u>	<u>283</u>
	<u>175</u>	<u>283</u>

HILDA LANE COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

5 Costs of raising funds

	2020	2019
	£	£
Staff costs (see note 10)	3,189	3,067
Support costs (see note 7)	781	711
	<u>3,970</u>	<u>3,778</u>

6 Costs of charitable activities

	2020	2019
	£	£
Direct costs	5,714	2,569
Grant making	-	500
Staff costs (see note 10)	23,489	23,225
Support costs (see note 7)	5,754	5,383
	<u>34,957</u>	<u>31,677</u>

7 Support costs (including governance costs)

	2020	2019
	£	£
Governance (see note 8)	2,950	3,028
Office/IT support/misc	3,035	2,190
Insurance	550	543
General travel & subsistence	-	333
	<u>6,535</u>	<u>6,094</u>

Support costs (including governance) are apportioned among the charitable activities costs and the cost of raising funds (notes 5 & 6). Direct costs are allocated wherever possible. Remaining costs are apportioned on the basis of staff time spent on each activity.

8 Governance costs

	2020	2019
	£	£
Direct costs	630	630
Staff costs (see note 10)	2,320	2,398
	<u>2,950</u>	<u>3,028</u>

Governance costs include fees paid to the independent examiner of £480 (2019: £480). These fees relate exclusively to the independent examination.

HILDA LANE COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

9 Fund Accounting – comparative data from 2019

	Unrestricted funds	Restricted funds	Total funds 2019
	£	£	£
INCOME AND ENDOWMENTS FROM:			
Donations	-	13,630	13,630
Charitable activities	24,744	-	24,744
Investments	283	-	283
TOTAL	25,027	13,630	38,657
EXPENDITURE ON:			
Raising Funds	3,778	-	3,778
Charitable activities	21,963	9,714	31,677
TOTAL	25,741	9,714	35,455
NET INCOME/(EXPENDITURE) & NET MOVEMENT IN FUNDS	(714)	3,916	3,202
Fund balances brought forward	36,636	4,600	41,236
RECONCILIATION OF FUNDS:			
TOTAL FUNDS CARRIED FORWARD	35,922	8,516	44,438

10 Analysis of staff costs, Trustee remunerations and expenses and the costs of Key Management Personnel

	2020 £	2019 £
Wages and salaries (including NICs and pension costs)	28,998	28,690
	<u>28,998</u>	<u>28,690</u>

The company employed an average of 4 employees during the financial period, representing an average full-time equivalent of 1.4 staff (2019: 4 employees, 1.4 FTE).

While acting in the capacity of a Trustee, no Trustees received reimbursement of out-of-pocket expenses in the current accounting period (2019: 1 Trustee, £310.64). The Key Management Personnel for the charity are the Trustees of the charity, none of whom received any remuneration during the financial period. No salaried staff are deemed to be key management personnel as all strategic management decisions remain with the Trustees whereas salaried staff carry out operational activity.

No employees had emoluments of above £60,000 in the current reporting period (2019: no employees)

HILDA LANE COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

11 Tangible Fixed Assets

	Computer Equipment £	Fixtures and fittings £	Total £
COST:			
At 1 January 2020	15,855	5,309	21,164
Additions	-	-	-
At 31 December 2020	<u>15,855</u>	<u>5,309</u>	<u>21,164</u>
DEPRECIATION:			
At 1 January 2020	15,855	5,309	21,164
Charge for the period	-	-	-
At 31 December 2020	<u>15,855</u>	<u>5,309</u>	<u>21,164</u>
NET BOOK VALUE:			
At 31 December 2020	<u>-</u>	<u>-</u>	<u>-</u>
At 31 December 2019	<u>-</u>	<u>-</u>	<u>-</u>

12 Debtors

	2020 £	2019 £
Trade debtors	3,602	5,862
Prepayments and accrued income	138	229
	<u>3,740</u>	<u>6,091</u>

13 Cash and cash equivalents

	2020 £	2019 £
Cash at bank and in hand	54,421	39,293
Total cash and cash equivalents	<u>54,421</u>	<u>39,293</u>

14 Creditors: Amounts falling due within one year

	2020 £	2019 £
Held Damage Deposits	519	466
Accruals	480	480
	<u>999</u>	<u>946</u>

HILDA LANE COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

15 Analysis of net assets between funds

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total 2020 £	Total 2019 £
Debtors and prepayments	3,740	-	3,740	6,091
Cash at bank and in hand	24,672	29,750	54,421	39,293
Creditors: due within one year	(999)	-	(999)	(946)
			-	
	<u>27,413</u>	<u>29,750</u>	<u>57,162</u>	<u>44,438</u>

16 Fund balances

	Opening Balance 01/01/2020 £	Income £	Expenditure £	Net movement in funds 2020 £	Closing Balance 31/12/2020 £
<i>Unrestricted funds:</i>					
General fund	35,922	20,035	(28,545)	(8,510)	27,412
<i>Restricted funds:</i>					
Jack Petchey	750	500	(208)	292	1,042
Youth Club (National Lottery and SHYN)	7,766	-	(1,152)	(1,152)	6,614
Big Issue	-	26,270	(5,176)	21,094	21,094
British Science Association Grant	-	1,000	-	1,000	1,000
CLB Grant	-	3,846	(3,846)	-	-
	<u>44,438</u>	<u>51,651</u>	<u>(38,927)</u>	<u>12,724</u>	<u>57,162</u>

The unrestricted general fund comprises monies that can be used in accordance with the objects of the charity at the discretion of the trustees.

The restricted funds must be spent in accordance with the specified wishes of the donor. The restricted grants carried forward from the previous year, all for Youth Club activities, were partially spent during the year, but opportunities for expenditure were limited owing to the Covid-19 lockdown and limitation on activities. A further grant from the Jack Petchey fund received in 2020 will also be put towards future youth club activities, as will the £1,000 grant from the British Science association. The CLB grant funded roughly three months of the salary of the Community Organiser, which enabled her to continue to work without needing to be furloughed during 2020 and therefore enabled the charity's community engagement to continue, albeit in a different form, throughout the pandemic. Finally, the grant from the Big Issue, received in October 2020, was given to cover various core cost of the charity to assist them through the changed operating model of the pandemic, and was partially spent by year on costs including the Centre Manager's salary, outreach work, recruitment and IT costs, with the remainder being spent in full in 2021.

HILDA LANE COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

17 Related party transactions

There were no disclosable related party transactions during the year (2019: nil).

18 Company Limited by Guarantee

The company is a Company Limited by Guarantee and has no share capital. The liability of each member in the event of a winding-up is limited to £1. There are currently 4 members.