

Sidley Community Association

(a company limited by guarantee)

Trustees Annual Report and Financial Statements

For the year ended

31st March 2023

CONTENTS OF THE FINANCIAL STATEMENTS

FOR YEAR ENDED 31ST MARCH 2023

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**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023**

The trustees of Sidley Community Association present its annual report and financial statements for the year ended 31st March 2023.

CHARITY INFORMATION

Name of Charity:	Sidley Community Association
Other Names by which the charity is known:	Heart of Sidley Community Association
Registered Address:	C/o RVA, 47 London Road, Bexhill-On-Sea, East Sussex, TN39 3JY
Registered Charity Number:	1068217
Registered Company Number:	03483327
Trustees:	Nicola T. Collins (appointed 13/10/2020) Linda Seddon (appointed 13/10/2020) Stephen P. Lucas (appointed 13/10/2020)
Bankers:	Lloyds Bank, Hastings Branch, 17 Wellington Place, Hastings, East Sussex, TN34 1NX
Independent Examiner:	Lorraine Brown Blue Ridge Accounting Services Ltd The Old Court House North Trade Road Battle East Sussex TN33 0EX

REPORT OF THE TRUSTEES (Cont'd) FOR THE YEAR ENDED 31ST MARCH 2023

The trustees of Sidley Community Association, a charitable company present its annual report and financial statements for the year ended 31st March 2023.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Sidley Community Association is a charitable company limited by guarantee. Its governing documents are its Memorandum and Articles of Association incorporated 18th December 1997, as amended by resolution 19th December 2005. On 18th February 1998 the company became a Charity registered with the Charity Commission. "Heart of Sidley Community Association (HOSCA)" is the trading name for the Sidley Community Association.

Recruitment and appointment of new trustees

The charity is managed by a committee of trustees who are elected under the terms of the Memorandum and Articles. The trustees meet to consider the overall direction of the charity including the appointment of additional trustees, funding and decisions around the running of the project.

The methods adopted for the recruitment and appointment of new trustees is laid down in the constitution.

Objectives

The objects of the charity are:

- 1) to promote the benefit of the inhabitants of Sidley and the neighbourhood and other areas in Rother District the charity can operate in, as set out in its governing document, without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants;
- 2) to establish or secure the establishment of a community centre (person or body) in furtherance of these objects.
- 3) to promote such other charitable purposes as may from time to time be determined.

Public benefit statement

The Trustees have considered their duty set out in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, and in their opinion the foregoing report on the achievements and performance demonstrates that they have complied therewith.

Summary of the main activities and achievements undertaken for the public benefit

Heart of Sidley Community Association (HOSCA) has been reactive to the needs of the community and is building its own reputation to ensure the continuation of events, support, and community cohesion after the success of Heart of Sidley via big local.

REPORT OF THE TRUSTEES (Cont'd) FOR THE YEAR ENDED 31ST MARCH 2023

In accordance with its charitable aims and to further public benefit, HOSCA are pleased to report on its main achievements this year, to include:

- Establishing essential, professional **bookkeeping support** with McMath Accounting and Xero software. This has been a ground-breaking step for the charity in terms of setting the path for accurate record keeping, compliance, financial insights, helping achieve financial success and peace of mind.
- 3 trustees set up, trained and proficient in multiple step verification **online banking**, ensuring security and efficiency.
- Forming a full set of **policies and procedures**, providing structure and standardisation to processes carried out by the charity.
- Securing substantial **external funding** for essential projects within the community, strengthening the charity's ability to deliver services in line with priorities and allowing additional activities to take place -
 - East Sussex County Council – Holiday Activities and Food - Spring
 - East Sussex County Council – Holiday Activities and Food - Summer
 - East Sussex County Council – Holiday Activities and Food - Winter
 - East Sussex County Council – Household Support Fund 3
 - Festive Sponsorship

These have provided a range of activities and opportunities to enrich and enhance the lives of those living within Sidley, including but not limited to children's holiday clubs, food vouchers, and festive / recreational event/s.

Future plans

Success of a partnership **Levelling Up Fund** bid with the local authority, Rother District Council as the lead applicant, means the charity's plans to establish a **Community Centre** to further invest in and support our vision for the Sidley Community and wider residents of Bexhill will become a reality in 2025.

The charity works in partnership with local schools, businesses, residents, local authorities, and other voluntary organisations to advance community wellbeing, education, social welfare, and cultural recreation opportunities, with the aim of improving the conditions of life for inhabitants and assist with reducing the impact of the current cost of living crisis.

We are aware of the growth needed as a charity and have been successful in retaining volunteers and planning further trustee recruitment in the next financial year.

Financial review

Total income for the year was £79,799 (2022: £Nil). Total expenditure was £79,758 (2022: £Nil). At the year-end there were unrestricted funds of £600 (2022: £559), and restricted funds of £Nil (2022: £Nil).

**REPORT OF THE TRUSTEES (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2023**

The charity's policy on reserves

In line with guidance by the Charity Commission the trustees endeavour to build up its reserves to enable the charity to fulfil its objectives and financial plans.

Risk Assessment

The trustees have identified and reviewed the risks both financial and non-financial to which HOSCA might be exposed and have taken steps to mitigate the impact of such risks.

Responsibilities of the Trustees

The Trustees are responsible for preparing financial statements in accordance with applicable law and United Kingdom generally Accepted Accounting Practice.

Under Charity law the trustees are required to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year (unless the charity is entitled to prepare accounts on the alternative receipts and payments basis). In preparing those financial statements the Trustees are required to:

- a) Select suitable accounting policies and apply them consistently.
- b) Make judgements and estimates that are reasonable and prudent.
- c) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements.
- d) Prepare the financial statement on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enables the Trustees to ascertain the financial position of the charity and to ensure that the financial statement comply with the Charities Act 2011, the Charity (Accounts and Reports) regulations 2008 and the provisions of the constitution. The Trustees 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.

This report was approved by the Trustees on 29th December 2023 and signed on its behalf by:

Nicola Collins
Trustee

Linda Seddon
Trustee

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF SIDLEY COMMUNITY ASSOCIATION
FOR THE YEAR ENDED 31ST MARCH 2023**

I report to the charity trustees on my examination of the accounts of Sidley Community Association for the year ended 31st March 2023.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of independent examiner's report

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 Charities Act 2011; 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.

Lorraine Brown
Blue Ridge Accounting Services Ltd The
Old Court House
North Trade Road
Battle
East Sussex TN33 0EX

Dated: 23rd January 2024

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2023**

	Notes	Unrestricted funds £	Restricted funds £	Total Funds 2023 £
INCOMING RESOURCES				
Incoming Resources from Generated Funds				
<i>Voluntary Income:</i>				
Grants Received	2		75,192	75,192
Donations Received				
<i>Activities for Generating Funds:</i>				
Fund Raising Activities				
Sponsorships Received	3	4,607		4,607
<i>Investment Income:</i>				
Bank Interest Received		-	-	-
Incoming Resources from Charitable Activities				
Other Income				
Other Incoming Resources				
Total Incoming Resources		4,607	75,192	79,799
RESOURCES EXPENDED:				
<i>Costs of Generating Funds:</i>				
Fund Raising and Publicity Costs				
Charitable Activities	4	3,968	75,192	79,160
Governance Costs	5	598	-	598
Other Resources Expended				
Total Resources Expended		4,566	75,192	79,758
Net Movement In Funds		41		41
RECONCILIATION OF FUNDS:				
Total Funds Brought Forward at 1st April 2022		559		559
TOTAL FUNDS CARRIED FORWARD AT 31ST MARCH 2023		600	0	600

There are no recognised gains or losses in the year, other than those included in the statement of financial activities.

Comparative figures for the previous year are not shown for the charitable company due to 2023 being the first year of operation after a period of inactivity.

**BALANCE SHEET
AT 31ST MARCH 2023**

	Notes	2023 £
FIXED ASSETS		0
CURRENT ASSETS		
Debtors	100	
Cash at Bank and in Hand	<u>89,014</u>	
Total Current Assets	89,114	
LIABILITIES		
Creditors: Amounts falling due within one year	6 <u>88,514</u>	
Net Current Assets		<u>600</u>
Net Assets		<u><u>600</u></u>
THE FUNDS OF THE CHARITY		
Restricted Funds		0
Unrestricted Funds		<u>600</u>
Total Charity Funds		<u><u>600</u></u>

The trustees (who are also the directors of the company for the purposes of company law) confirm that for the year ended 31st March 2023:

- the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies, and
- members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The notes on the following pages form an integral part of these accounts.

These financial statements, which have been prepared in accordance with the provisions in the Companies Act 2006 relating to small charitable companies, were approved by the trustees on 29th December 2023 and signed on their behalf by:

Nicola Collins
Trustee

Linda Seddon
Trustee

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2023

	Total 2023 £	Total 2022 £
Cash Flow from operating activities	<u>88,455</u>	<u>0</u>
Cash Flow from investing activities	-	-
Net increase in cash and cash equivalents	<u>88,455</u>	<u>0</u>
Cash and cash equivalents at start of the year	<u>559</u>	<u>559</u>
Cash and cash equivalents at end of the year	<u>89,014</u>	<u>559</u>
Cash at bank and in hand	89,014	559
Reconciliation of net income to net cash flow from operating activities		
Net income for the year	41	0
Adjustments for:		
(increase) decrease in debtors	-100	0
Increase (decrease) in creditors	<u>88,514</u>	<u>0</u>
Net cash flow from operating activities	88,455	0

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023**

1. Accounting Policies

Basis of accounting

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value, unless otherwise stated in the relevant notes, in accordance with the Charities Act 2011; Charities SORP 'Accounting and Reporting by Charities: Statement of Recommended Practice, and UK Financial Reporting Standard applicable to charities effective 1 January 2019 and the Companies Act 2006.

Income

Income is recognised in the Statement of Financial Activities once the charity becomes entitled to the funds, it is probable that the income will be received and the amount can be measured reliably.

No amounts are included in the financial statements for services donated by volunteers.

Expenditure and liabilities

- Expenditure is recognised on an accruals basis and has been included under expense categories that aggregate all costs for allocation of activities. Where costs cannot be directly attributed to particular activities, they have been allocated on a basis consistent with the use of the resources.
- The charity is not registered for VAT; thus, all costs are shown inclusive of VAT charged.
- Liabilities are recognised as soon as there is a legal or constructive obligation to pay out resources.
- Governance costs include the costs of preparation and examination of the statutory accounts, the cost of trustee meetings and the cost of any legal advice on governance or constitutional matters.
- Grants offered subject to conditions which have not been met at the year-end date are noted as a commitment but not accrued as expenditure.

Tangible assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life, based on standard rates used in the sector.

Fixtures, fittings and equipment	-	33% on cost
Computer equipment	-	33% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

Debtors

Debtors are recognised at the settlement amount due.
Prepayments are valued at the amount prepaid.

NOTES TO THE ACCOUNTS (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2023

Cash at bank and in hand

Cash at bank and in hand includes small amounts of cash, and bank deposits repayable on demand in both current and deposit accounts.

Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in a transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount, usually the invoice amount.

Accrued amounts are normally valued at their settlement amount.

2.

Grants Received	Unrestricted funds	Restricted funds	Total Funds 2023
	£	£	£
East Sussex County Council - ESCCHAF-01 -Summer		9,913	9,913
East Sussex County Council - HSF3-H/hold Support Fund		55,568	55,568
East Sussex County Council -Winter HAF		8,216	8,216
ESCC - HA23 - Easter		1,495	1,495
	<u>0</u>	<u>75,192</u>	<u>75,192</u>

3.

Sponsorships Received	Unrestricted funds	Restricted funds	Total Funds 2023
	£	£	£
RVA - HOSCA - Income for HOSCA Admin Costs	1,500		1,500
Sponsorship - General	3,107		3,107
	<u>4,607</u>	<u>0</u>	<u>4,607</u>

4.

Governance Costs	Unrestricted funds	Restricted funds	Total Funds 2023
	£	£	£
Independent Examiner's Fees			0
Accountancy charges	598		598
	<u>598</u>	<u>0</u>	<u>598</u>

NOTES TO THE ACCOUNTS (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2023

5.

	Unrestricted funds	Restricted funds	Total Funds 2023
	£	£	£
Charitable Activities			
<i>Staff Costs</i>			0
<i>Project Costs</i>			
East Sussex County Council - ESCCHAF-01 -Summer		9,913	9,913
East Sussex County Council - HSF3-Household Support Fund		55,568	55,568
East Sussex County Council -Winter HAF		8,216	8,216
ESCC - HA23 - Easter		1,495	1,495
<i>Admin Costs</i>			
Subscriptions	202		202
Management support	700		700
Sponsorship cost - Festive event	2,706		2,706
Holiday club - Nursery costs	360		360
	<u>3,968</u>	<u>75,192</u>	<u>79,160</u>

6.

	Total Fund 2023 £
Creditors: amounts falling due within one year	
Trade creditors	<u>584</u>
	584
Accruals	
RVA - HOSCA Admin Costs	<u>700</u>
	700
Deferred Income (Projects)	
ESCCHAF-01 -Summer	4,742
HAF (Holiday Activity Fund)	6,553
HSF3 (Household Support Fund)	4,432
HSF4 (Household Support Funds)	<u>54,124</u>
	69,851
Other Income deferred	
Holiday Activity Fund	1,692
Rother Voluntary Action	10,687
Sponsorship Community Projects	<u>5,000</u>
	17,379
Total Creditors	<u><u>88,514</u></u>

NOTES TO THE ACCOUNTS (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2023

7. The average monthly number of employees during the year were 2023: Nil (2022: Nil)

8. Trustees' remuneration, expenses and benefits

Trustees received no remuneration during the year.

For the year one trustee received £1,168 for reimbursement of out-of-pocket expenses incurred during the course of carrying out charitable activities on behalf of the charity.

9. Previous period comparison

The financial year end of the charity is 31st March 2023. The previous period's figures have not been included for comparison due to the charity being inactive since 2020.

10. Related party disclosures

There were no related party transactions for the year ended 31st March 2023.

11. Capital and Reserves

Every member of the charity undertakes to contribute such amount as may be required (not exceeding £1) to the charity's assets if it should be wound up while he or she is a member, or within one year after he or she ceases to be a member, for payment of the charity's debts and liabilities contracted before he or she ceases to be a member, and of the costs, charges and expenses of winding-up and for the adjustment of the rights of contributors amongst themselves.