

WOOTTON AND DRY SANDFORD COMMUNITY CENTRE LIMITED
REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

CHARITY NO: 1121899

COMPANY NO: 06441376

WOOTTON AND DRY SANDFORD COMMUNITY CENTRE LIMITED

INDEX TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2016

	Page
Trustees' Report	1 and 2
Statement of Financial Activities	3
Balance Sheet	4 and 5
Notes to the Accounts	6 to 8
Independent Examiner's Report	9

WOOTTON AND DRY SANDFORD COMMUNITY CENTRE LIMITED

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2016

The Trustees (who are also the Directors for the purposes of Company Law) have pleasure in presenting their annual report and the unaudited financial statements for the year ended 31 March 2016. The provisions of the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP) issued in 2015 have been adopted in preparing the annual report and financial statements of the Charity.

1. ADMINISTRATIVE INFORMATION

Company number: 06441376

Charity number: 1121899

Trustees:

S Alder	
K M Fysh	
M N Fysh (Chairman and company secretary)	
P Henry	M G Schomberg
C R Simmonds (Treasurer)	B West (Vice Chairman)
K Walker	C West
A C Ludlow (resigned 8.4.16)	R L T Webber

2. STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Wootton and Dry Sandford Community Centre Limited is a registered charity and a company limited by guarantee. It was incorporated on 29 November 2007, and is governed by its Memorandum and Articles of Association. On 31 March 2009, the Charity took over the assets and liabilities of an unincorporated charity, The Wootton and Dry Sandford Community Centre, charity number 300107.

Organisational Structure

The Executive Committee, which is comprised of the Charity's Trustees, is responsible for the strategic direction. The present Committee has members from a variety of backgrounds relevant to the work of the Charity. Day-to-day responsibility for the provision of services is delegated to the Bookings Clerk. The Executive Committee consists of a Chairman, Vice Chairman, Treasurer, Company Secretary and up to eight other members.

Trustee Induction

New Trustees attend a briefing with the Chairman and other Officers. Wootton and Dry Sandford Community Centre is a member of Communityfirst Oxfordshire, which provides up-to-date briefings and advice on matters relating to the smooth running of the Centre. Information leaflets are also received from the Charities Commission, which assist Trustees in keeping abreast with changes in regulations.

3. OBJECTIVES AND ACTIVITIES

Objects

The provision and maintenance of a Community Centre for use by the inhabitants of Wootton, Dry Sandford and Cothill and the surrounding neighbourhood without distinction or political, religious or other opinions. The Centre is used for meetings, lectures, classes and other forms of recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.

WOOTTON AND DRY SANDFORD COMMUNITY CENTRE LIMITED**TRUSTEES' REPORT (CONTINUED)****FOR THE YEAR ENDED 31 MARCH 2016****4. ACTIVITIES AND ACHIEVEMENTS**

The Community Centre continues to expand the range of activities and functions offered to the community. Rental income is being maintained at levels that more than cover the running costs. The improvement works to the car park were completed in March 2016, the next planned major project is refurbishment of the multi-games area.

FINANCIAL REVIEW**Financial Position**

Unrestricted funds have increased by £2,357 over the course of the year and total cash balances have stayed fairly consistent at £77,498 (2015: 77,941). The Trustees are satisfied with the results.

Reserves Policy

The Trustees aim to keep a minimum of six months' expenditure in reserves.

5. PUBLIC BENEFIT

The Trustees confirm that they have complied with the duty in Section 17(5) of the 2011 Charities Act to have due regard to public benefit guidance published by the Charity Commission.

6. DIRECTORS' RESPONSIBILITIES

Company Law and Charity Law require the Directors to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the Wootton and Dry Sandford Community Centre Limited and of the surplus or deficit for that period. In preparing those financial statements, the Directors are required to:

- (a) select suitable accounting policies and then apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- (d) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in operation.

The Directors are also responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Wootton and Dry Sandford Community Centre Limited and enable them to ensure that the financial statements comply with the Companies Act 2006.

The Directors are responsible for ensuring that the company maintains an adequate system of internal control designed to provide reasonable assurance that assets are safeguarded against material loss or unauthorised use and to prevent and detect fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities and in accordance with the small companies regime under section 419(2) of the Companies Act 2006.

M N Fysh
Chairman

Date:

WOOTTON AND DRY SANDFORD COMMUNITY CENTRE LIMITED

**STATEMENT OF FINANCIAL ACTIVITIES
(Including Income and Expenditure Account)**

FOR THE YEAR ENDED 31 MARCH 2016

INCOME AND EXPENDITURE

Incoming Resources from generated funds	Note	Restricted Funds £	Unrestricted Funds £	2016 Total £	2015 Total £
Donations and Legacies:					
Donations, grants and contribution to costs	2	-	5,840	5,840	5,704
Other trading activities:					
Hire of hall		-	60,786	60,786	60,732
Newsletter		-	5,598	5,598	5,042
Fundraising		-	3,229	3,229	3,948
Total Income and Endowments		-	75,453	75,453	75,426
Expenditure on Charitable Activities					
Community:					
Newsletter		-	4,036	4,036	4,437
Premises:					
Light and heat		-	9,897	9,897	12,076
Services and materials		-	23,503	23,503	23,257
Repairs and maintenance		-	28,023	28,023	21,551
Depreciation		27,144	2,082	29,226	28,614
Support Costs:					
Postage, stationery and telephone		-	368	368	303
Insurance		-	2,293	2,293	2,818
Legal and professional		-	-	-	300
Bank charges		-	249	249	260
Sundry		-	1,817	1,817	2,056
Independent Examiner's fee		-	828	828	816
Total Resources Expended		27,144	73,096	100,240	96,488
Net Income/(Expenditure) for the period		(27,144)	2,357	(24,787)	(21,062)
Transfers between Funds		-	-	-	-
Fund balances brought forward					
At 31 March	7	985,280	81,535	1,066,815	1,087,877
Fund Balances Carried Forward at 31 March		958,136	83,892	1,042,028	1,066,815

The charity has no recognised gains or losses for the year other than the results above.

WOOTTON AND DRY SANDFORD COMMUNITY CENTRE LIMITED

BALANCE SHEET

AS AT 31 MARCH 2016

	Note	2016		2015	
		£	£	£	£
Fixed assets:					
Tangible fixed assets	4		989,993		984,212
Less: Community funds received and not due For repayment			<u>(3,140)</u>		<u>(3,140)</u>
			986,853		981,072
Current assets:					
Sundry debtors		16,208		14,909	
Cash at bank and in hand	5		<u>77,498</u>		<u>77,941</u>
			93,706		92,850
Current liabilities:					
Creditors - Amounts due within one year	6		<u>(38,531)</u>		<u>(7,107)</u>
Net current assets			<u>55,175</u>		<u>85,743</u>
Total assets less current liabilities			<u>1,042,028</u>		<u>1,066,815</u>
Represented by:					
Unrestricted funds:					
General fund			83,892		81,535
Restricted funds:					
Community Centre Renovations Fund	7		1,246		1,246
Play Area Fund			17,938		24,323
Development Fund			938,952		959,711
Accumulated funds at 31 March 2016			<u>1,042,028</u>		<u>1,066,815</u>

Continued on Page 5

WOOTTON AND DRY SANDFORD COMMUNITY CENTRE LIMITED

BALANCE SHEET (CONTINUED)

AT 31 MARCH 2016

The Directors are satisfied that the Company was entitled to exemption under section 477(1) of the Companies Act 2006 and that members have not required an audit in accordance with section 476(1).

The Directors acknowledge their responsibilities for:

- (a) ensuring that the Charitable Company keeps accounting records that comply with section 386; and
- (b) preparing accounts that give a true and fair view of the state of affairs of the Charitable Company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 394, and that otherwise comply with the Companies Act, so far as applicable to the Company.

These financial statements have been prepared in accordance with the special provisions of the Companies Act 2006 relating to small companies and the Financial Reporting Standard for Smaller Entities (effective April 2008).

These financial statements were approved and authorised for issue on behalf of the charity on

Signed on its behalf by _____ M N Fysh (Chairman)

WOOTTON AND DRY SANDFORD COMMUNITY CENTRE LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2016

1. Accounting Policies

The following accounting policies have been used consistently in dealing with items that are considered material in relation to the accounts:

(a) Company Status

The Charity is a company limited by guarantee. The members of the Company are the trustees.

(b) Basis of Accounting

The accounts are prepared under the historical cost convention and are prepared in compliance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities effective 1 January 2015, and the Companies Act 2006.

(c) Revenue grant income is recognised in the accounts of the year to which it relates as is other income to the extent that this is possible. Donations are recognised on a cash received basis.

(d) Capital grants are treated as deferred income and credited to the statement of financial activities over the useful economic life of the assets acquired.

(e) Resources expended are recognised on an accruals basis in the year to which they relate. Irrecoverable VAT is included in the relevant heading.

(f) Depreciation on assets capitalised is calculated to write off the cost of fixed assets over their estimated useful economic lives, as follows:

Tennis courts and multi-games wall	5% straight line
Redevelopment expenditure	2% straight line
Fixtures and fittings	20% straight line

Depreciation of the car park renovations and improvements, that were completed in March 2016, at 5% per annum straight line, will commence in the year ended 31 March 2017.

2. Donations, grants and contribution to costs

	2016	2015
	£	£
Sovereign Vale	1,000	-
St Helen's Without Parish Council	-	850
Wootton Parish Council	2,000	2,000
Sundry donations and contributions to costs	2,840	2,854
	<hr/>	<hr/>
	5,840	5,704
	<hr/>	<hr/>

3. Employee Costs

None of the Trustees, or any persons connected with them, has received remuneration during the year.

One Trustee charged the Centre £2,000 for caretaking and general maintenance services rendered personally – the trustees were unable to appoint an external caretaker. The cost of these services has been assigned to repairs and maintenance in the Statement of Financial Activities.

Three Trustees received a total of £790 in FY 2016 (five Trustees received £1,669 in FY 2015) as reimbursement for expenses incurred in respect of the Community Centre.

WOOTTON AND DRY SANDFORD COMMUNITY CENTRE LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

4. Fixed Assets

	Freehold Land & Building	Tennis/ Sports Area	Car Park	Furniture & Fittings	Multigames Wall	Total
	£	£	£	£	£	£
Cost:						
As at 31 March 2015	1,037,971	110,318	-	7,348	17,382	1,173,019
Additions	-	-	31,945	3,062	-	35,007
Disposals	-	-	-	-	-	-
As at 31 March 2016	1,037,971	110,318	31,945	10,410	17,382	1,208,026
Depreciation:						
As at 31 March 2015	83,036	86,941	-	4,926	13,904	188,807
Charge for the period	20,759	5,516	-	2,082	869	29,226
Disposals	-	-	-	-	-	-
As at 31 March 2016	103,795	92,457	-	7,008	14,773	218,033
Net Book Value:						
31 March 2016	934,176	17,861	31,945	3,402	2,609	989,993
31 March 2015	954,935	23,377	-	2,422	3,478	984,212

5. Bank and Cash in hand

	2016	2015
	£	£
Fundraising account	23,316	18,837
Current account	54,182	59,104
	<u>77,498</u>	<u>77,941</u>

6. Creditors – amounts due within one year

	2016	2015
	£	£
Accruals	<u>38,531</u>	<u>7,107</u>

WOOTTON AND DRY SANDFORD COMMUNITY CENTRE LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

7. Summary of Restricted Fund Movements

	Brought Forward	Incoming Resources	Outgoing Resources	Transfers	Carried Forward
	£	£	£	£	£
Community Centre Renovations fund	1,246	-	-	-	1,246
Play Area fund	24,323	-	(6,385)	-	17,938
Development Fund	959,711	-	(20,759)	-	938,952
	<u>985,280</u>	<u>-</u>	<u>(27,144)</u>	<u>-</u>	<u>958,136</u>

Community Centre Renovations Fund

This represents the balance of funds received by the Trust for the refurbishment of the centre building, which was completed during 1992.

Play Area Fund

This fund was set up by the Trust Committee to receive donations and grants for the redevelopment of the Community Centre Recreation field, including the establishment of the Multigames complex and young children's play area.

Development Fund (Big Lottery Fund)

This fund was established on the award of a grant of £500,000 from the Big Lottery for the renovation of the Centre, including a Children's Centre promoted by Oxfordshire County Council for which additional funding has been received as a government initiative.

8. Analysis of Net Assets between Funds

	Fixed Assets	Current Assets	Current Liabilities	Total
	£	£	£	£
Community Centre Renovations Fund	-	1,246	-	1,246
Play Area Fund	17,938	-	-	17,938
Development Fund	896,414	42,538	-	938,952
Unrestricted Funds	72,499	49,924	(38,531)	83,892
	<u>986,851</u>	<u>93,708</u>	<u>(38,531)</u>	<u>1,042,028</u>

9. Members Liability

The Company is limited by guarantee and does not have share capital. The Members undertake to contribute a sum, not exceeding £1, to the assets of the Company in the event of the Company being wound up.

10. Control

For the whole year, the Company was under the control of the Board of Directors.

INDEPENDENT EXAMINER'S REPORT**TO THE TRUSTEES OF****WOOTTON AND DRY SANDFORD COMMUNITY CENTRE LIMITED**

I report on the accounts of the Wootton and Dry Sandford Community Centre Limited for the year ended 31 March 2016.

Respective Responsibilities of Trustees and Examiners

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under Part 16 of the Companies Act 2006 and is eligible for independent examination, 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 Commissioners (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 Report

My examination was carried out in accordance with the 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 the seeking of explanations from you as 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 our examination, no matter has come to my attention:

- which gives us reasonable cause to believe that in any material respect the requirements:
 - (a) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - (b) to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (revised 2005)have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Caroline Webster FCA
Critchleys LLP
Greyfriars Court
Paradise Square
Oxford
OX1 1BE

Date: 2016