

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR  
ENDED 31 DECEMBER 2016  
FOR  
THE WYKEHAM CENTRE & CHURCH HOUSE**

Clemence Hoar Cummings LLP  
Chartered Accountants  
Riverside House  
1-5 Como Street  
Romford  
Essex  
RM7 7DN

**THE WYKEHAM CENTRE & CHURCH HOUSE**  
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**FOR THE YEAR ENDED 31 DECEMBER 2016**

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# THE WYKEHAM CENTRE & CHURCH HOUSE

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2016

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The trustees present their report with the financial statements of the charity for the year ended 31 December 2016. The trustees have adopted the provisions of 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) (effective 1 January 2015).

### OBJECTIVES AND ACTIVITIES

#### Objectives and aims

The objects of the charity are that its property shall be held and used for the purpose of furthering the religious and other charitable work of the Church of England in the Ecclesiastical Parish of Romford.

### FINANCIAL REVIEW

#### Reserves policy

It is the trustees policy to maintain reserves to finance the next two months expenditure.

#### Financial review of year

The charity had overall net incoming resources of -£8119 (last year -£4789 ) after deducting depreciation on freehold property of £12,310 (last year £12,310).

### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

The Charity was established under a declaration of trust dated 10th July 1909, which has since been amended by a scheme sealed by order of the Charity Commissioners of England & Wales dated 20th June 2007.

#### Recruitment and appointment of new trustees

There has been an average of 3 trustees throughout the period. Any new appointments are at the recommendation of the board.

#### Organisational structure

The board currently consists of 3 members and meets on a regular basis to enact the running of the Charity.

#### Induction and training of new trustees

All new trustees are given, in the view of the board, sufficient training and have enough knowledge of their specific field to understand the nature of the charity and fully comply with the charity's current views of its progression.

#### Related parties

The PCC of St Edward the Confessor is a connected charity which produces its own annual accounts.

### REFERENCE AND ADMINISTRATIVE DETAILS

#### Registered Charity number

291485

#### Principal address

Market Place  
Romford  
Essex  
RM1 3AB

#### Trustees

J L Bloomfield	- resigned 5/6/2016
P J Hensher	- resigned 5/6/2016
Rev M Power	
Mrs S Arbon	- appointed 5/6/2016
Mrs J H van-den Beld	- appointed 5/6/2016

**THE WYKEHAM CENTRE & CHURCH HOUSE**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2016**

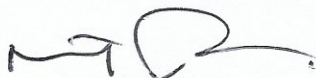
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**REFERENCE AND ADMINISTRATIVE DETAILS**

**Independent examiner**

MRW Spencer FCA  
Chartered Accountant  
Clemence Hoar Cummings LLP  
Chartered Accountants  
Riverside House  
1-5 Como Street  
Romford  
Essex  
RM7 7DN

Approved by order of the board of trustees on 20 February 2017 and signed on its behalf by:



Rev M Power - Trustee



**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
THE WYKEHAM CENTRE & CHURCH HOUSE**

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I report on the accounts for the year ended 31 December 2016 set out on pages four to eight.

**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 required.

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 the 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 seeking 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 statements 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 to comply with the accounting requirements of the 2011 Acthave 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.



MRW Spencer FCA  
Chartered Accountant  
Clemence Hoar Cummings LLP  
Chartered Accountants  
Riverside House  
1-5 Como Street  
Romford  
Essex  
RM7 7DN

20 February 2017

THE WYKEHAM CENTRE & CHURCH HOUSE

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2016

	Notes	Unrestricted fund £	Endowment fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>				
Other trading activities	2	95,326	-	95,326
Investment income	3	1	-	1
<b>Total</b>		<b>95,327</b>	<b>-</b>	<b>95,327</b>
<b>EXPENDITURE ON</b>				
Raising funds		47,993	12,310	60,303
Charitable activities				
Donations		40,563	-	40,563
Other		2,580	-	2,580
<b>Total</b>		<b>91,136</b>	<b>12,310</b>	<b>103,446</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>4,191</b>	<b>(12,310)</b>	<b>(8,119)</b>
<b>RECONCILIATION OF FUNDS</b>				
<b>Total funds brought forward</b>		<b>16,700</b>	<b>455,459</b>	<b>472,159</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>20,891</b>	<b>443,149</b>	<b>464,040</b>

**CONTINUING OPERATIONS**

All income and expenditure has arisen from continuing activities.


The notes form part of these financial statements

THE WYKEHAM CENTRE & CHURCH HOUSE

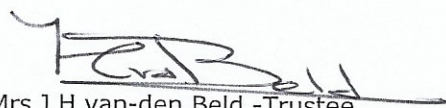
**BALANCE SHEET  
AT 31 DECEMBER 2016**

	Notes	Unrestricted fund £	Endowment fund £	Total funds £
<b>FIXED ASSETS</b>				
Tangible assets	6	3,037	443,149	446,186
<b>CURRENT ASSETS</b>				
Debtors	7	4,783	-	4,783
Cash at bank		15,482	-	15,482
		<u>20,265</u>	<u>-</u>	<u>20,265</u>
<b>CREDITORS</b>				
Amounts falling due within one year	8	(2,411)	-	(2,411)
<b>NET CURRENT ASSETS</b>		<u>17,854</u>	<u>-</u>	<u>17,854</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>20,891</u>	<u>443,149</u>	<u>464,040</u>
<b>NET ASSETS</b>		<u>20,891</u>	<u>443,149</u>	<u>464,040</u>
<b>FUNDS</b>	9			
Unrestricted funds				20,891
Endowment funds				443,149
<b>TOTAL FUNDS</b>				<u>464,040</u>

The financial statements were approved by the Board of Trustees on 20 February 2017 and were signed on its behalf by:



Mrs S Arbon -Trustee



Mrs J H van-den Beld -Trustee

The notes form part of these financial statements



NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2016

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

**Income**

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

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

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 fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- 2% on cost
Fixtures and fittings	- 25% on cost

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**2. OTHER TRADING ACTIVITIES**

	£
Fundraising events	15,485
Lettings income & fees	79,841
	<u>95,326</u>

**3. INVESTMENT INCOME**

	£
Deposit account interest	1
	<u>1</u>



THE WYKEHAM CENTRE & CHURCH HOUSE

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2016

4. **TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 December 2016.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 December 2016.

5. **STAFF COSTS**

The average monthly number of employees during the year was as follows:

-

No employees received emoluments in excess of £60,000.

6. **TANGIBLE FIXED ASSETS**

	Freehold property £	Fixtures and fittings £	Totals £
<b>COST</b>			
At 1 January 2016 and 31 December 2016	<u>615,489</u>	<u>11,792</u>	<u>627,281</u>
<b>DEPRECIATION</b>			
At 1 January 2016	160,030	7,236	167,266
Charge for year	<u>12,310</u>	<u>1,519</u>	<u>13,829</u>
At 31 December 2016	<u>172,340</u>	<u>8,755</u>	<u>181,095</u>
<b>NET BOOK VALUE</b>			
At 31 December 2016	<u>443,149</u>	<u>3,037</u>	<u>446,186</u>

The original gift of the property on 10th July 2009 is shown at nil cost. The cost of £615,489 relates to the redevelopment costs between 1st January 2000 and 31st December 2002. The building is insured for a sum of £1,931,395.

7. **DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

Other debtors	£ <u>4,783</u>
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8. **CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

Trade creditors	£ 41
Other creditors	<u>2,370</u>
	<u>2,411</u>

THE WYKEHAM CENTRE & CHURCH HOUSE

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2016

9. MOVEMENT IN FUNDS

	At 1.1.16 £	Net movement in funds £	At 31.12.16 £
<b>Unrestricted funds</b>			
General fund	16,700	4,191	20,891
<b>Endowment funds</b>			
Endowment funds	455,459	(12,310)	443,149
<b>TOTAL FUNDS</b>	<u>472,159</u>	<u>(8,119)</u>	<u>464,040</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	95,327	(91,136)	4,191
<b>Endowment funds</b>			
Endowment funds	-	(12,310)	(12,310)
<b>TOTAL FUNDS</b>	<u>95,327</u>	<u>(103,446)</u>	<u>(8,119)</u>

10. RELATED PARTY DISCLOSURES

Donations of £30,999 were made in the year ended 31/12/16 to St Edwards PCC which is a related charity

**THE WYKEHAM CENTRE & CHURCH HOUSE**  
**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 DECEMBER 2016**

	Unrestricted funds £	Endowment funds £	Total funds £
<b>INCOME AND ENDOWMENTS</b>			
<b>Other trading activities</b>			
Fundraising events	15,485	-	15,485
Lettings income & fees	79,841	-	79,841
	<u>95,326</u>	<u>-</u>	<u>95,326</u>
<b>Investment income</b>			
Deposit account interest	1	-	1
	<u>1</u>	<u>-</u>	<u>1</u>
<b>Total incoming resources</b>	<u>95,327</u>	<u>-</u>	<u>95,327</u>
<b>EXPENDITURE</b>			
<b>Raising donations and legacies</b>			
Wages	4,438	-	4,438
Cleaning	13,864	-	13,864
Insurance	3,148	-	3,148
Electricity, gas & water	9,622	-	9,622
Telephone	1,388	-	1,388
Telephone, postage & stationery	128	-	128
Repairs & maintenance	7,871	-	7,871
	<u>40,459</u>	<u>-</u>	<u>40,459</u>
<b>Other trading activities</b>			
Coffee shop expenditure	6,015	-	6,015
Freehold property	-	12,310	12,310
Fixtures and fittings	1,519	-	1,519
	<u>7,534</u>	<u>12,310</u>	<u>19,844</u>
<b>Charitable activities</b>			
Donations	40,563	-	40,563
<b>Support costs</b>			
<b>Governance costs</b>			
Independent examination & professional fees	2,580	-	2,580
	<u>2,580</u>	<u>-</u>	<u>2,580</u>
<b>Total resources expended</b>	<u>91,136</u>	<u>12,310</u>	<u>103,446</u>
<b>Net expenditure</b>	<u>4,191</u>	<u>(12,310)</u>	<u>(8,119)</u>

This page does not form part of the statutory financial statements