

Report of the Trustees of the West Meads Community Centre & Association for the period 1st January 2016 to 31st December 2016.

Charity number: 305338

Structure, Governance and Management

The West Meads Community Centre is almost 58 years old. It was built on land donated by the builder of the West Meads housing estate for the sole purpose of providing a hall for the community, and a church, which has since been sold and redeveloped.

The charity is governed by Trustees who delegate day-to-day responsibility to the Chairman.

The Trustees meet monthly to monitor the operational and financial performance of the charity.

Objectives and Activities

The charity provides leisure and social activities for residents in Aldwick and West Meads. The Centre is well used and much appreciated by the residents of the local area. Groups who use the Centre include Arts & Crafts, Patchwork & Quilting, Carpet Bowls, Keep Fit, Line Dancing, Taekwondo, Bridge Clubs, Yoga, Weight Watchers, the Pentecostal Church, Karate and Coffee mornings. The running costs of the Centre are funded by membership subscriptions and hall hire charges for clubs and private hirers.

No major capital or maintenance expenditure was incurred this year.

Financial Review

The charity reported an operational surplus of £ 7,576 for the 12 month period. Total reserves at the end of the period were £ 58,174. Of these £ 51,247 were retained in a CCLA deposit account.

ON BEHALF OF THE TRUSTEES :

...Carol P. Wiseman...

Mrs Carol Wiseman – Trustee and Chairman

Date *October 31st 2017*

West Meads Community Centre & Association - financial year ended 31st December 2016

Charity number : 305338

£

Opening Balance 1st January 2016 50,598

Income during the year 29,329
Expenditure during the year 21,753

Closing Balance 31st December 2016 58,174

represented by : Barclays current account 6,927
CCLA deposit account 51,247

58,174

ON BEHALF OF THE TRUSTEES



Mrs Carol Wiseman - Trustee and Chairman

Date October 31st 2017

West Meads Community Centre & Association - financial year ended 31st December 2016
Charity number : 305338

	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	
Provision of Leisure & Social Facilities													
Membership/donations	2,236.00	2,383.75	2,591.50	2,292.25	2,620.75	2,872.00	2,237.00	1,784.50	2,344.50	2,349.25	2,535.00	1,518.00	27,764.50
Interest	1,086.00	98.00	15.00	8.00	18.00	3.00	18.00	3.00	0.00	0.00	3.00	0.00	1,252.00
Miscellaneous income	47.15	0.00	0.00	51.32	0.00	0.00	53.99	0.00	0.00	54.35	0.00	0.00	206.81
	0.00	17.50	0.00	0.00	0.00	0.00	63.00	25.00	0.00	0.00	0.00	0.00	105.50
Income	3,369.15	2,499.25	2,606.50	2,351.57	2,638.75	2,875.00	2,371.99	1,812.50	2,344.50	2,403.60	2,538.00	1,518.00	29,328.81
Utilities	248.06	527.82	834.16	253.80	586.58	265.68	265.73	466.67	265.42	265.14	582.35	213.50	4,774.91
Wages	826.00	836.00	761.00	699.55	694.55	714.55	730.80	670.80	937.47	757.47	757.47	857.47	9,243.13
Cleaning & waste disposal	78.94	84.06	338.84	84.06	89.22	94.52	105.40	89.52	102.81	296.05	89.52	89.22	1,542.16
Business rates	60.00	0.00	0.00	57.34	61.00	61.00	61.00	61.00	61.00	61.00	61.00	61.00	605.34
Stationery	82.11	35.00	15.12	44.07	31.08	7.68	12.67	27.68	7.68	42.88	7.68	33.46	347.11
Miscellaneous	568.87	307.31	323.57	147.52	153.09	104.31	149.31	411.31	240.84	389.76	77.31	229.68	3,102.88
Insurance	0.00	0.00	0.00	1,470.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,470.91
Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PRS for music	0.00	0.00	0.00	0.00	0.00	0.00	0.00	666.70	0.00	0.00	0.00	0.00	666.70
Cost of providing Leisure & Social Facilities	1,863.98	1,790.19	2,272.69	2,757.25	1,615.52	1,247.74	1,324.91	2,393.68	1,615.22	1,812.30	1,575.33	1,484.33	21,753.14
Excess of income over expenditure	1,505.17	709.06	333.81	(405.68)	1,023.23	1,627.26	1,047.08	(581.18)	729.28	591.30	962.67	33.67	7,575.67

Independent Examiner's Report on the Accounts

Section A
Independent Examiner's Report

Report to the trustees/members of

Charity Name

 WEST MEADS COMMUNITY CENTRE
ASSOCIATION

On accounts for the year ended

3 1 1 2 1 6

Charity no (if any)

Set out on pages

ONE TO THREE

(remember to include the page numbers of additional sheets)

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

**Basis of independent examiner's
statement**

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 (other than that disclosed below*):

(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;
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

* Please delete the words in the brackets if they do not apply.

Signed

[Signature]

Date

31/10/2017

Name

NICOLA TARRIDGE

 Relevant professional qualification(s)
or body (if any)

 CHARTERED CERTIFIED
ACCOUNTANTS

Address

 MATTHEW SHAW LTD
93 ADWICK ROAD
BOGNOR REGIS
W. SUSSEX PO21 2NW

Only complete if the examiner needs to highlight material problems

Give here brief details of any items that the examiner wishes to disclose

NONE