Company Number: 7592707 Charity Number: 1141612

MUDEFORD WOOD COMMUNITY TRUST

A Company limited by guarantee

Report and Financial Statements 31st March 2017

Company Number: 7592707 Charity Number: 1141612

REPORT AND FINANCIAL STATEMENTS 2016/2017

CONTENTS

	Page
Charity Information	1
Trustees' Report	2
Independent Examiners' Report	7
Statement of Financial Activities	8
Detail of Expenditure	9
Statement of Funds Movement and Fund Raising	10
Balance Sheet	11
Notes to the Accounts	12

Charity number

Company Number: 7592707 Charity Number: 1141612

CHARITY INFORMATION

Financial statements for the year ended 31st March 2017

Trustees, officers and advisers:

Board of Trustees:

Janet Abbott (Appointed 11th November 2016)

Richard Ashdown (Honorary Treasurer)

Dawn Brookes (Chairman)

Victoria Fuller Paul Hilliard Elizabeth Sabey Mike Scott-Johns Deborah Stephens

Charity / Company Secretary

Richard Ashdown

Company number

7592707 1141612

Registered office

Pipers Drive Mudeford Christchurch Dorset

BH23 4TR

Independent Examiners

Jpacc Ltd

Chartered Certified Accountants

3 Whitefield Road

New Milton

BH25 6DE

Bankers

CafCash Ltd

PO Box 289

West Malling

Kent

ME19 4TA

Company Number: 7592707 Charity Number: 1141612

TRUSTEES' REPORT

The Trustees, who are also Directors of the Trust for the purposes of the Companies Act, submit their Report and the Financial Statements for the year ended 31st March 2017. The financial statements comply with the Charities Act 2011, 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) effective 1 January 2015. As a charitable company, the Trust is governed by a Memorandum and Articles of Association.

Review of Activities and Future Developments

The specific object of the Trust is explained within its Articles of Association and, in summary, is: to promote for the benefit of inhabitants of Mudeford Wood, Christchurch, Dorset (and the surrounding area) the provision of facilities by reason of their youth, age, infirmity or disability, financial hardship or, social or economic circumstances or for the public at large in the interests of social welfare and with the object of improving the life of the said inhabitants. In practice this will mean the provision of facilities offering diverse activities for the social, mental and physical wellbeing of the local community, regardless of age, ethnicity or culture. To help achieve this, the Trust engages with and encourages the local community to become involved in the planning of activities and the running of the facilities at Mudeford Wood.

The Trust's last year of operation has continued to show the success that can be achieved with an enthusiastic set of volunteers running the Community Centre and its associated sporting facilities. The Trust assumed responsibility for the Mudeford Wood Community Centre and adjacent all-weather pitch together with access rights to the adjacent field from Christchurch Borough Council within the terms of licence agreements on 1st April 2012 pending the enactment of a lease for the former two areas in November 2013. The Centre is a busy and thriving community based facility that offers a diverse range of activities together with the opportunity for individuals and societies to hire the all-weather pitch, rooms and halls for their members and others. In planning activities for the period the Trustees have considered the Charity Commission's guidance on public benefit and the needs of the local community.

As in previous years, the Trust's approach to costs management together with efficient use of available resources means that the Centre remains a financially viable charitable based organisation. There is a total reliance upon the support and work of many volunteers to enable the Centre to offer the range of activities demanded. The Board is grateful for the many hours that substantial numbers of people give freely. The campaign of fund raising and seeking grants continues at a relentless pace to identify funds that can enhance the Centre's facilities and offer. Trustees use the electronic booking system and financial accounting software to produce management reports and information that allows informed decisions to be made about marketing spare capacity and achieving best value for the investments made of time and money. During 2017 the Centre's broadband and telephone will be upgraded to fibre optic and a cloud based system respectively. This is yet another example of technology advancements providing an opportunity to provide a better service at a cheaper cost than its predecessor system.

During 2016/2017 the Trust has remained mindful of the need to maintain prudent control to ensure that it remained financially secure, created financial reserves and most importantly generated year-end

Company Number: 7592707 Charity Number: 1141612

TRUSTEES' REPORT (continued)

outturns that will allow it to achieve its primary objective. Since starting, the Trust has generated operational revenue that has not only allowed the creation of a financial reserve that will meet Charity Commission expectations but also a maintenance fund from which monies will be applied to enable expenditure upon significant planned costs as they occur. As time passes this approach is proving its worth by enabling unexpected maintenance issues to be resolved quickly secure in the knowledge that adequate reserves exist. During the last year of operations the Trust has: further upgraded its CCTV digital system to include the of ANPR technology and help combat some limited occurrences of flytipping and anti-social behavior; completed the upgrade of security and other lighting both internally and externally to reduce costs by use of energy efficient LED lamps (with much appreciated financial support from the Dorset Police and Crime Commissioner's Grant Fund); implemented the maintenance plan for the All Weather Pitch; and, with the much appreciated financial and other assistance from Christchurch Borough Council progressed a survey and upgrade of the heating system to make them more energy efficient. The Trust plans to do a similar upgrade to the hot water system at the same time. We anticipate completion in the first six months of the new financial year.

As indicated in previous Trustees' Reports, our major development plan for 2017/2018 will involve transforming part of the building that has housed the shower and changing rooms that are no longer used thereby creating more space for the Playgroup and other users. We will also be creating a new secondary entrance and a secure outdoor play area. In addition to allowing the Playgroup to extend its current offer to a wider age range of young children, the new facilities will further extend the opportunity for other users to participate in a variety of sport, health and well-being activities. Planning permission has been granted to progress this major piece of work and other preparations are underway to get the project going as soon as possible. Whilst the Trust funded the initial costs it has worked with the Playgroup, Christchurch Borough Council and Dorset County Council to secure the funding support required for the building works in order to allow implementation. Trustees were pleased to be informed that a substantial grant had been awarded by the Department for Education which together with the significant grant from the Talbot Trust and a large commitment of funds from the Trust's reserves meant that the monetary target required for work to start had been achieved. Since then much legal and other work has been taking place to get a start date. Trustees have been very grateful to the many individuals and organisations that have enabled the Trust to reach this point. We are hopeful the new facilities will be completed, occupied and ready for use by early 2018.

The Trust continues to face many challenges as people and circumstances change. The skills, competencies and knowledge available to the Trust, both on the Board and outside of it from its many volunteers and professional advisers, will enable the challenges to be met with the resolve, professionalism and common sense necessary to overcome them.

On behalf of the Trust, the Board is very grateful to the many individuals and organisations that have contributed either with their time or money (or both) in the last year. Every contribution has been much appreciated. Without your support we would not continue to be in the promising position we achieved in 2016/2017 that bodes well. We have much to look forward to in the coming year as well. Thank you one and all!

Company Number: 7592707 Charity Number: 1141612

TRUSTEES' REPORT (continued)

Volunteers/Fundraising

The Trust is supported by the volunteer activities of its Trustees in roles beyond their Governance responsibilities, together with a wider network of volunteers who provide help in many ways. During this financial period there have been around 80 volunteers engaged with the Trust with around 30 involved in activities on a regular basis. The Trust's Fund Raising has been focused towards both grant and sponsorship applications for specific projects together with our many and growing number of community-based Fund Raising events that help grow are unrestricted reserves.

Financial Result

Achievement of the reported outturn for 2016/2017 met the year's financial expectation. We are now benefitting from our computerised systems that allow much more precise budgeting and financial planning. Accordingly, we have taken steps to ensure that data back-up is secure with records also held remotely from the Centre as a part of the Trust's Disaster Recovery Plan. The Trust also takes active steps to ensure that data is managed in accordance with current Data Protection legislation and is registered with the Information Commissioner. Taking account of the reserve funds established, and as recorded within Note 2 to the Accounts, the Trust had free cash of around £45k at 1st April 2017. The Trust is mindful of the increasingly competitive environment for securing grant funds and the loss of the small annual grant from the Local Authority following the expiry of the start-up agreement. Accordingly, Trustees undertake regular financial reviews at their meetings to ensure that the wide range of activities available at the Community Centre operate at least at balance or ideally at a sensible surplus to maintain future financial independence and viability.

There were three members of staff employed directly upon MWCT's payroll during this accounting period who comprised a Centre Co-ordinator and two young persons working as informal apprentices to gain experience of a work environment. Other services were delivered against consultancy or other contracts and paid following receipt of invoices. In all cases contracts and payments were agreed in advance by the Board of Trustees before delivery commenced. A particular change that will be encountered during the forthcoming year will be the introduction of the work-place pension that will benefit our Centre Co-ordinator should he choose to be enrolled. The Trust has completed the necessary statutory registrations and pension scheme nomination associated with this matter. Consideration is also being given to the benefit, or otherwise, of registering for VAT.

Reserves

The Trustees regularly review the reserves of the Trust. The Trustees reviewed the level required in 2016 that took account of both increased costs and the more unpredictable fund raising environment. Consequently the operational reserve was increased to £60,000 in 2016 and represents free reserves that are around 18 months of normal operating costs to provide an adequate financial cushion. Prudent costs management will ensure that this position is maintained during 2017/2018 financial period with a further review occurring as may be required.

Company Number: 7592707 Charity Number: 1141612

TRUSTEES' REPORT (continued)

Governance and Internal Control

The Trust, which is a registered Charity, is limited by guarantee and does not have a share capital. The liability of each Member under guarantee (who are also the Trustees/Directors) does not exceed the sum of £10. It is governed by a Memorandum and Articles of Association. The Trustees receive no remuneration for their services. The Trustees who served during the year are as shown on page 1.

The Board of Trustees generally meets face-to-face on the second Friday of alternate months and by other means as may be required. It is supported by Trustee-led Working Groups that have more detailed responsibility for the following matters: Operations; Premises Maintenance and Development; Marketing and Communications; Volunteer Management; and, Finance and Governance. The Board undertakes regular reviews to ensure that it remains an effective Body that achieves an appropriate balance between operational and strategic involvement. It follows Charity Commission guidance in this matter.

The systems of internal control are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. They include:

- A Business Plan and an annual Budget approved by the Trustees;
- Management accounts which show variance from budget and re-forecast anticipated results for the year, which are reviewed by the Trustees; and
- Delegation of authority and reasonable segregation of duties.

Risk Management

The Trustees actively review the major risks, which the Trust faces on a regular basis. Recognising its size and scope, the Trust has developed appropriate systems to monitor and control these risks and to mitigate any impact they may have on the Trust's future.

Trustees' Responsibilities

Company and charity law requires the Trustees to prepare financial statements that give a true and fair view of the state of affairs of the Charitable Trust and Company at the end of each financial year and of its surplus or deficit for that financial year. In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- 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 Trust will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with Section 396 of the Companies Act 2006. The Trustees are also

Company Number: 7592707 Charity Number: 1141612

responsible for safeguarding the assets of the Charitable Trust and Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examination

The Trust is entitled to exemption from a full audit under Section 477(1) of the Companies Act 2006 for the period ended 31st March 2017.

The Members have not required the Trust to obtain a full audit of its financial statements for the period ended 31st March 2017 in accordance with Section 476 of the Companies Act 2006.

The Members have required the Trust to obtain an Independent Accountant's Report of its financial statements for the period ended 31st March 2017.

Approved by the Board of Trustees/Directors and signed on behalf of the Board

Mr Richard Ashdown

Trustee and Honorary Treasurer

On November 2017

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF MUDEFORD WOOD COMMUNITY TRUST FOR THE YEAR ENDED 31ST MARCH 2017

Registered Charity Number 1141612 - Company Number 7592707

I report on the accounts of the Community Trust for the year ended 31st March 2017, which are set out on pages 8 to 14.

Respective responsibilities of Trustees and Examiners

The Charity's Trustees are responsible for the preparation of the accounts. The Trustees (who are also the Directors of the Company for the purposes of company law) 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 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 exmination, 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 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 statement below.

Independent examiner's Opinion

In connection with my examination, no matter has come to my attention to indicate that;

- * accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- * the accounts do not accord with such records;

J Palmer

- * where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102); and
- * any matter which, in my opinion, should be drawn to the attention of the reader to gain a proper understanding of the accounts..

Jeff Palmer 10th November 2017

Jpacc Ltd

Chartered Certified Accountants

22 Catalina Close

Christchurch

BH23 4JG

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST MARCH 2017

			2017	2016
	Restricted	Unrestricted	Total	Total
	£	£	£	£
INCOMING RESOURCES				
Donations		2,513	2,513	41
Grant Income	2,250	18,000	20,250	20,852
	2,250	20,513	22,763	20,893
OPERATING ACTIVITIES				
Fund Raising (see page 10)	-	11,569	11,569	7,638
INCOME FROM INVESTMENTS				
Deposit Interest	-	2,195	2,195	324
OTHER INCOME				
Accomodation Lettings	-	77,009	77,009	73,349
Other	-	141	141	88
	-	77,150	77,150	73,437
TOTAL INCOME	2,250	111,426	113,676	102,292
TOTAL EXPENDITURE (see page 9)	2,250	66,031	68,281	49,284
NET INCOME FOR THE YEAR	-	45,395	45,395	53,008
FUND BALANCE BROUGHT FORWARD	2,853	190,218	193,071	140,063
FUND BALANCES CARRIED FORWARD	2,853	235,613	238,466	193,071

DETAIL OF EXPENDITURE

FOR THE YEAR ENDED 31ST MARCH 2017

			2017	2016
	Restricted	Unrestricted	Total	Total
DIDECT CHARITARIE EVERALBITURE	£	£	£	£
DIRECT CHARITABLE EXPENDITURE		46 474	46 474	0.272
Staff costs		16,171	16,171	8,372
Water Rates		1,053	1,053	1,075
Electricity		5,834	5,834	5,330
Gas		4,267	4,267	4,213
Insurance		792	792	767
Cleaning		10,075	10,075	9,468
Premises expenses		4,816	4,816	3,053
General Maintenance		1,996	1,996	1,816
Fire and health & safety	2,250	239	2,489	169
Active Kids	-	-	-	2,603
Fundraising Expenditure (see page 10)		5,753	5,753	3,445
Bad Debt write off		-	-	72
Depreciation		5,373	5,373	2,969
Miscellaneous Expenses		735	735	780
TOTAL DIRECT CHARITABLE EXPENDITURE	2,250	57,104	59,354	44,133
ADMINISTRATION EXPENSES		100	100	454
Advertising		100	100	151
Telephone and Internet		824	824	937
Printing, Postage and Stationery		2,298	2,298	1,725
Training		828	828	44
Offfice and general expenses		545	545	435
Computers and Software		257	257	371
Licences		863	863	226
Legal and Professional Fees		1,651	1,651	13
Bookkeeping		1,536	1,536	1,249
Bank Charges		25	25	-
TOTAL ADMINISTRATIVE EXPENSES		8,927	8,927	5,151
TOTAL EXPENDITURE	2,250	66,031	68,281	49,284

STATEMENT OF FUND MOVEMENTS

FOR THE YEAR ENDED	31ST	MARCH 2017
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	Balance at 1/4/16	Net income for year	Balance at 31/3/17
	£	£	£
Restricted Income Fund	2,853	-	2,853
General Purposes Fund (Unrestricted)	190,218	45,395	235,613
TOTAL	193,071	45,395	238,466

STATEMENT OF FUNDRAISING

FOR THE YEAR ENDED 31ST MARCH 2017

		2017	2016
INCOME		£	£
Fun Day		3,974	3,451
Dog Show		989	1,037
Quiz Nights		2,763	1,966
Parties		1,870	441
Car wash / boot sale		-	266
Christmas concert		-	477
Fashion show		1,168	-
Music nights		560	-
Spring sale & skittles	_	245	
Sub total		11,569	7,638
Active Kids	_	-	3,530
	_	11,569	11,168
EXPENDITURE			
Fun Day		1,739	1,441
Dog Show		551	380
Quiz Nights		1,419	1,054
Parties		1,349	349
Car wash / boot sale		-	76
Christmas concert		-	145
Fashion show		287	-
Music nights		233	-
Spring sale & skittles		138	-
Sub total	_	5,716	3,445
Active Kids	_	-	2,603
	-	5,716	6,048
NET INCOME FROM FUNDRAISING	_	5,853	5,120
	10	-,	

BALANCE SHEET AS AT 31ST MARCH 2017

000	Note	201	.7	201	6
		£	£	£	£
FIXED ASSETS					
Tangible assets	3		15,380		10,842
CURRENT ASSETS					
Debtors, Prepayments and accrued Income	4	6,601		7,703	
Cash at Bank	-	223,859	-	180,236	
		230,460		187,939	
CREDITORS: Amounts falling due within one ye	ar ,				
Creditors and Accruals	5	7,374	i .	5,710	
NET CURRENT ASSETS			223,086		182,229
TOTAL ASSETS LESS CURRENT LIABILITIES			238,466		193,071
THE FUNDS OF THE CHARITY					
Restricted income funds		2,853		2,853	
Unrestricted income funds:					
General Purposes Fund	2_	235,613	<u> </u>	190,218	
TOTAL CHARITY FUNDS			238,466		193,071

For the year ended 31st March 2017 the charity was entitled to exemption from audit under section 477(1) of the Companies Act 2006; and no notice has been deposited under section 476(1) requesting an audit. The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and with preparing accounts which give a true and fair view of the state of affairs of the charity as at the end of the year and of its income and expenditure for the financial year in accordance with the requirements of section 394 and which otherwise comply with the Companies Act 2006, so far as applicable to the charity.

These financial statements have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

These financial staements were approved by the board of trustees on 10th November 2017 and signed on its behalf by;

R Ashdown

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D A Brookes

Trustee

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2017

1. ACCOUNTING POLICIES

Basis of preparation

The financial statements are prepared under the historic cost convention and in accordance with Accounting and Reporting by Charities; Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) and the Companies Act 2006. Advantage has been taken of the exemption under FRS 102 1A for smaller charities not to prepare a statement of cash flows.

Fund accounting policy

Unrestricted funds are those which are not subject to any special restrictions and they can be used as the trustees decide. Designated funds are part of unrestricted funds and are amounts the trustees have set aside to cover particular expenditure.

Restricted funds are those where the donor has imposed restrictions on how the fund may be used, but which do not prevent the fund being spent.

Income

Grants and donations are accounted for as they are received. All other income including income tax recoverable on gift-aid donations and investment income is accounted for on a receivable basis, is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Incoming resources from Fundraising

These are reported as a gross figure in the SOFA and shown in detail in the Statement of Fundraising on page 9 of the accounts.

Expenditure and Liabilities

Expenditure including VAT is charged to SOFA on an accruals basis. Generally liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure.

Leasing

Rentals paid under operating leases are charged to the SOFA on a straight line basis over the term of the lease.

Tangible fixed assets and depreciation

These are capitalised if they can be used for more than one year and cost at least £500. Leasehold land & buildings are depreciated over 10 years and fixtures & fittings over 4 years, once they have been put into operational use.

Transition to FRS 102

There was no need to restate the opening fund balances at the date of transition to FRS 102. The transition date was 1st April 2016.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31ST MARCH 2017

2. FUNDS

There are two funds held, namely Restriced Income Fund and the General Purposes Fund. See details of movements on the Statement of Funds on page 10. The Restricted Income Fund comprises of £2,853 (2016: £2,853) towards upgrading the centre's security lighting. The General Purposes Fund of £235,613 (2015: £190,218) includes £130,000 towards several capital projects, £60,000 strategic reserve as per Charity Commission guidelines and £45,000 working capital.

3. TANGIBLE FIXED ASSETS

	Land & buildings	Fixtures & fit	tings	Total
Cost or valuation				
	£	£		£
Balance brought forward 1 April 2016	1,935	11,876		13,811
Additions	296	9,615		9,911
Balance carried forward 31 March 2017	2,231	21,491	_	23,722
Depresiation				
Depreciation Balance brought forward 1 April 2016	_	2,969		2,969
	-			
Charge for year		5,373	_	5,373
Balance carried forward 31 March 2017		8,342	_	8,342
Net book value				
Brought forward 1 April 2016	1,935	8,907		10,842
Carried forward 31 March 2017	2,231	13,149	_	15,380
4. DEBTORS, PREPAYMENTS AND ACCRUED IN	NTEREST			
			2017	2016
			£	£
Debtors			4,974	5,256
Prepayments		_	1,627	2,447
		_	6,601	7,703

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31ST MARCH 2017

5. CREDITORS AND ACCRUALS

Amounts falling due within one year

	2017	2016
	£	£
Creditors	4,859	3,550
Accruals	2,515	2,161
	7,374	5,711

5. RELATED PARTY TRANSACTIONS

No remuneration directly or indirectly out of the funds of the charity was paid or payable for the year to any trustee or to any connected person known to be connected to them.

The only trustee expenses met by the charity during the year were in respect of the reimbursement of charity purchases made by the trustees. The charity did not meet individual expenses of the trustees during the year.

The charity has no subsidiary companies.

6. CAPITAL AND LEASE COMMITMENT AND CONTINGENT LIABILTY

There are no capital commitments at 31st March 2017 or 31st March 2016.