

# **LITTLE COMMON COMMUNITY ASSOCIATION CIO**

## **TRUSTEES REPORT**

### ***FOR THE PERIOD ENDED 31 MARCH 2017***

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The Trustees present their report and accounts for the period ended 31 March 2017.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

#### **Objectives and activities**

The Charity continues to operate as a community association providing a venue for local activities.

The Trustees have paid due regard to guidance on public benefit published by the Commission in exercising their powers or duties.

#### **Achievements and performance**

The charity continues seek opportunities to support local community activities and has done so throughout the period under review .

#### **Financial review**

The financial position of the charity at the end of the year is satisfactory.

At the year end the charity has reserves of £53,799

#### **Reserves policy**

It is the policy of the Charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

#### **Risk assessment**

The Trustees have assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

# **LITTLE COMMON COMMUNITY ASSOCIATION CIO**

## **TRUSTEES REPORT (CONTINUED)**

***FOR THE PERIOD ENDED 31 MARCH 2017***

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### **Structure, governance and management**

Little Common Community Association a charitable incorporated organisation. The association was established under a deed dated 1 April 2016. Objects and Powers of the charitable incorporated organisation are governed under its deed dated 1 April 2016.

#### **Organisational structure**

The Trustees of the charitable incorporated organisation are as follows:

Cllr Stuart Earl	Mr Christopher Wickens
Mrs Elizabeth O'Brien	Mr Colin Nash
Mrs Sarah Errington	Mr Michael Jeanes
Mr Graham Payne	Mrs Shirley Nash
Mrs Margaret McDonald	

None of the Trustees has any beneficial interest in the charitable incorporated organisation.

The Trustees report was approved by the Board of Trustees.

Mr Christopher Wickens  
Trustee  
Dated: 12 October 2017

**Little Common Community Association CIO**  
**Registered Charity Number 1163818**

**Income & Expenditure Accounts for the Period Ended 31 March 2017**

	2017	2016
<b>Incoming Resources</b>		
Donations & Gift Aid	304	922
Bank Interest	88	110
<b>Incoming Resources from Charitable Activities</b>		
Rents	21,871	25,610
Member Subscription	1,558	1,295
Miscellaneous Receipts	1,630	873
Insurance Receipts		
	<b>25,451</b>	<b>28,809</b>
<b>Direct Charitable Expenditure</b>		
<b>Charitable Activities - Provision of Halls</b>		
Salaries of Caretaker & Cleaner	5,860	4,110
Lighting & Heating	4,854	5,301
Rates & Water Rates	2,456	2,137
Insurance	4,882	4,967
Maintenance & Repairs	2,761	3,418
Major Repairs	4,005	-
Performing Rights License	-	93
Laundry & Cleaning	809	1,213
Miscellaneous	1,499	4,351
	<b>27,125</b>	<b>25,590</b>
<b>Other Expenses</b>		
<b>Governance Costs</b>		
Secretary's Salary	6,500	7,100
Telephone & Postage	676	723
Advertising & Stationery	543	616
Presentations	-	400
	<b>7,719</b>	<b>8,839</b>
<b>Total Expenditure</b>	<b>34,844</b>	<b>34,429</b>
Deficit / Surplus	(9,392)	(5,620)
Total Funds Brought Forward at 01 April 2016	63,191	68,811
Total Funds Carried Forward at 31 March 2017	<b>53,799</b>	<b>63,191</b>

**Little Common Community Association C/O**  
**Registered Charity Number 1163818**

**Balance Sheet at at 31 March 2017**

	2017	2016
<b>Fixed Assets</b>	<b>20,619</b>	<b>20,619</b>
<b>Current Assets</b>		
Debtors	330	240
Savings Account	13,855	13,772
Current Account	5,698	9,781
Reserve Account	14,011	19,006
Cash in Hand	300	300
	<b>34,194</b>	<b>43,099</b>
<b>Current Liabilities</b>		
Rents Received in Advance	754	527
Subs Paid in Advance	260	-
	<b>1,014</b>	<b>527</b>
<b>Current Assets less Current Liabilities</b>	<b>33,180</b>	<b>42,572</b>
<b>Total Net Assets</b>	<b>53,799</b>	<b>63,191</b>
<b>Represented by Unrestricted Funds</b>		
Building Fund	20,619	20,619
Designated Funds	10,000	10,000
Unrestricted/Accumulated Fund	23,180	32,572
	<b>53,799</b>	<b>63,191</b>

**Signed :**

**Chairman**

**Date:** 12/10/2017

## **LITTLE COMMON COMMUNITY ASSOCIATION CIO**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

I report on the accounts of the Charity for the year period 31 March 2017, which are set out on pages one to three.

#### **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 Examiners 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 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 requires:-
  - 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 reach.

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Mr A Gill BA FCA  
23 St. Leonards Road  
Bexhill on Sea  
East Sussex  
TN40 1HH

23/10/2017

Dated

5302C0/AG/WH/WH/388922