



Trustees' Annual Report for the period

From		Period start date			To		Period end date		
		01	04	2017			31	03	2018

Section A Reference and administration details

Charity name

Brickhill Community Centre Association

Other names charity is known by

Registered charity number (if any)

1062763

Charity's principal address

Avon drive

Brickhill

Bedford

Postcode

MK41 7AF

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Stuart Green	Chairman		
2	Ray Seymour	Treasurer		
3	Warwick Holden	Secretary		
4	Alison Ross			
5	Mark Fitzpatrick			
6	Monica Lucy			
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution

How the charity is constituted
(eg. trust, association, company)

Association

Trustee selection methods
(eg. appointed by, elected by)

Elected AGM

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To advance education and provide facilities in the interest of social welfare, recreation and leisure for the inhabitants of the area of benefit. To establish, maintain and manage a community centre in furtherance of the above objectives.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Association have continued to operate a community centre, which is made available for charitable, educational, sporting, leisure and commercial hirer.

The association has provided 80 local senior citizens with a free Christmas party. Dance and acrobatic summer holiday workshops for children aged 3 – 11 years and donated the cost of a fairground ride at the local residents Gathering of the Green event.

We display missing people posters throughout the year.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

This year Brickhill Community Centre gave back to the local community:-

Senior Citizens Christmas Party – the maximum 80 attended again this year.

Dance and acrobatics holiday workshops for children.

Free and discounted use of the centre to the following groups and charities:-

Good Neighbours local Scheme
Mid Beds Twins Club
Cultural Fundraisers
Macmillan

Section E Financial review

Brief statement of the charity's policy on reserves

The association is to hold in a deposit account at least six months turnover. This year implemented an Asset Register.

Details of any funds materially in deficit

Accounts showed a small loss due to the implementation of the new asset register.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	Stuart Green	
Full name(s)	Stuart Green	
Position (eg Secretary, Chair, etc)	Chairman	
Date	9 th /11/2018	

Brickhill Community Centre

**Financial Statements for the
Year ended 31 March 2018**

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INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BRICKHILL COMMUNITY CENTRE

I report on the accounts for the year ended 31 March 2018, which are set out on pages four to five.

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 needed.

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 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 comply with the accounting requirements of the 2011 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.



Gerald Bygraves FMAAT for:
GB Accounting Solutions Limited
Millennium Studios
Bedford Technology Park
Thurleigh
Bedford
Bedfordshire
MK44 2YP

Date: 19/6/2018

BRICKHILL COMMUNITY CENTRE
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2018

INCOME	Notes	2018		2017	
		£	£	£	£
Lettings	1	49,953.50		52,804.68	
Bank Interest		46.93		185.13	
Other Income		<u>1,150.00</u>		<u>209.00</u>	
			51,150.43		53,198.81
EXPENDITURE					
Wages		28,284.73		24,753.90	
Maintenance		1,811.61		4,997.55	
Gas		1,985.69		2,578.68	
Electricity		2,117.26		1,590.57	
Insurance		2,335.04		891.44	
Rates & Water		1,929.18		663.00	
Cleaning (including hygiene)		2,630.45		2,158.29	
Telephone		963.83		637.17	
Printing, Postage & Stationery		1,819.77		968.24	
Independent Examination		156.00		156.00	
Performing Rights Society Fees		1,267.30		1,182.50	
One-off Purchases	2	4,566.56		4,568.51	
Refuse Collection		670.28		664.16	
Miscellaneous		<u>1,054.10</u>		<u>592.01</u>	
			51,591.80		46,402.02
Net (Loss)/ Surplus for the year			(441.37)		6,796.79
Total General Funds brought forward			59,951.89		51,705.10
Transfer from/(to) Designated Funds	4		(50,485.55)		1,450.00
Total General Funds carried forward			<u>9,024.97</u>		<u>59,951.89</u>

BALANCE SHEET AS AT 31 MARCH 2018
Current Assets

Debtors		3,063.37		3,615.25	
Bank - Current Account		43,584.94		42,180.75	
Building Society		26,296.39		26,249.46	
Cash in Hand		<u>13.12</u>		<u>69.73</u>	
			72,957.82		72,115.19
Less: Creditors	3		(2,097.30)		(813.30)
			<u>70,860.52</u>		<u>71,301.89</u>

Financed By:
General Funds

Accumulated Funds to date			9,024.97		59,951.89
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Desinated Funds

Accumulated Funds to date	4		61,835.55		11,350.00
			<u>70,860.52</u>		<u>71,301.89</u>

ACCOUNTING POLICIES

These accounts have been prepared under historic cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice for Charities.

Notes to the Accounts

1 Lettings represents both paid and unpaid rental income. All these exclude refundable deposits.

2 One-off expenses include the following:

	2018
	£
Tea Cup Ride	500.00
Workshop	55.73
Equipment	600.00
Buffer	
New Chairs	3,410.83
	<u>4,566.56</u>

3 Total Creditors are as follows:

	2018	2017
	£	£
Accrued Running Expenses	<u>2,097.30</u>	<u>813.30</u>

4 Designated Funds

The Trustees have over the last three years considered that provision should be made within the accounts for future major expenditure. They consider that at the end of the current accounting period that provision should be as follows:

	2018
	£
General Contingency	5,000.00
Redecoration Reserve	17,986.61
Community Projects Fund	957.74
Equipment Renewal	37,891.20
	<u>61,835.55</u>

It is intended that further transfers from the General Funds will be made in future years to safeguard the future of the Community Centre. During the year £1383.39 was spent from the Redecorating Reserve and £1300.75 from the Community Projects Fund. £4436.80 was spent from the Equipment Fund.