

HOWARD DE WALDEN CENTRE

REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

CHARITY NUMBER: 268203

HOWARD DE WALDEN CENTRE

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HOWARD DE WALDEN **Reference and Administrative Information** **For year ended 31st December 2018**

The Trustees of the charity form its management committee. One trustee is nominated by the Archbishop of Canterbury, and two by the Maidstone Borough Council. The remaining six trustees are co-opted by skills and experience, and that new trustees joining familiarise themselves with the charity's building and previous decisions made about its management and maintenance. 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 the Republic of Ireland (FRS 102 (effective 1 January 2015)).

OBJECTIVES AND ACTIVITIES

Statement on public benefit

The charity's objective, as stated in the scheme of 31st March 2008, is "the provision of a youth and community centre for the residents of Maidstone and its neighbourhood"

The trustees have considered the Charity Commission guidance on public benefit, including the guidance 'public benefit running a charity (PB2)'.
REFERENCE AND ADMINISTRATIVE INFORMATION

Name of Charity Howard de Walden Centre

Charity Registration number 268203

Principal address Bluet Street

Maldstone
Kent
ME14 2UG

Trustees

The trustees and officers serving during the year and since the year end were as follows

Mr M Fitzgerald MBE (Chairman)

Mr I Paterson (Vice Chairman)

Mr J Spinks

Mr I Chittenden

Mr M Cox

Mr W Cockcroft DL

Mrs V Darley (Resigned)

Independent Examiner

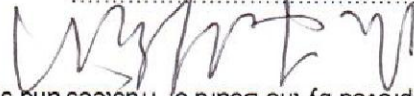
The Sandwich Accountancy Group Ltd
148 Dover Road
Sandwich

Kent
CT13 0DD

Bankers

NatWest Bank
3 High Street
Maldstone
Kent
ME14 1HJ

Approved by the Board of Trustees and signed on its behalf by



Mr M Fitzgerald MBE (Chairman)

Date

10.6.19

HOWARD DE WALDEN

Chairman's Annual Report
For year ended 31st December 2018

First let me say a big thank you to the Trustees, the organisations and groups who use our building and our support staff who collectively make our centre the success it is. It has ensured another year of steady growth and improvement at our community centre and I believe made the user experience of all participants a good one and provided excellent use of the facilities we offer. We need to continue to grow this collective contribution and pride taken in the centre by users and Trustees are responding by taking forward refurbishment of the main Toilet facilities and the basement area in the coming year having worked up the changes and costing for the planned changes this year.

Highlights of the year

Public Defibrillator

A public defibrillator, with the help of Maidstone Lions, has been fitted outside the building to cater for not just our users but the wider public. This is part of a network and when one dials 999 or 101 and if a defibrillator is required then one is passed the code and given instruction to use the equipment. User groups have been made aware of how to respond if required.

Little Monsters Pre-school

Little Monsters Pre-school have continued to grow their service to the community and they are an important contributor to the Howard de Walden offer. They are attracting a lot of young children their parents and carers and it looks to be going from strength to strength. Discussions are currently underway to extend the service from 8.00am – 6.00pm

Funding Grant

A local Members Grant from our local Kent County Council Member has been received. Other funding bids have been made and we await the outcomes. The bid is for a contribution towards the refurbishment of the basement area.

Welcome Screen:

The trustees have had a welcome screen fitted in the reception area and all users have been invited to add their contribution while at the same time we advertise our facilities to the public who currently use the building.

Website

The new website went live at the end of the year and we will continue to grow the information that is available to the public.

Forward Planning

The refurbishment of the Toilets which include knocking down walls will start and finish in the Summer School Holiday starting July. The Refurbishment of the basement will be an early summer contract which is currently being agreed.

Annual Meeting:

All user groups are invited to the Annual General Meeting and I do hope you will all send a representative; it is the one occasion we can come together, share our ambitions and contribute to the running of the centre

User Groups

Currently enjoying our facilities during this year:

The following organisations are currently offering a service at the Howard de Walden Centre.

KCC Children's Centre

Space 2 Be Me

Imago

Gurkha Boxing

Taekwondo

Litter Monsters Pre-school

Tangsoodo

Pilates

We frequently have additional bookings from our current users that extend their programmes of activities and in addition there is a whole variety of casual weekday and weekend bookings.

The centre provides much needed facilities and opportunities for residents in this part of Maldstone and the wider neighbourhood and we will strive to grow the offer to reflect the need of our community.

Special Thanks

I started by saying all this is only possible through the hard work of the Trustees and their dedication and support for the work of the charity and I want to end with a special thank you to them. I would also like to express my thanks and appreciation to the support given by **Space 2 Be Me** and our Centre Manager David Naghi. Their continued hard work, commitment and service ensures the smooth management and running of the building.

Mike Fitzgerald MBE

Chairman of Trustees

HOWARD DE WALDEN

Report of the Trustees For year ended 31st December 2018

The Directors, who are also the Trustees of the Charitable Company present their annual report with the financial statements for the year ended 31st December 2018, prepared in accordance with Statement 416 of the Companies Act 2006 and is also the Trustees report as required by Part VI of the Charities Act 1993.

Structure, governance and management

Constitution

The charity is governed by a Scheme made by the Charity Commissioners dated 31st March 2008. This replaced the previous Scheme dated 12th January 1951. The new scheme, written in less archaic language, more closely reflects the charity's current activities, as explained under objects and activities below.

Method of appointment or election of Trustees

The trustees of the charity form its management committee. One trustee is nominated by the Archbishop of Canterbury, and two by the Maidstone Borough Council. The remaining six trustees, (two of these posts have been vacant throughout 2014) are co-opted by the remaining trustees. Every effort is made to ensure that the trustee body contains a wide spectrum of skills and experience, and that new trustees on joining familiarise themselves with the charity's building and with previous decisions made about its management and maintenance.

Related parties

Apart from Maidstone Borough Council having an involvement in the charity's management, the charity also maintains close liaison with Kent County Council of which one trustee is a member, and also the Diocese of Canterbury nominate one representative as Trustee.

Risk management

The management committee keeps under constant review the major risks to which the charity is exposed and seeks to minimise and mitigate them. The committee has in place a health and safety policy covering all aspects of the use of the building by the charity and by the user-groups who rent space in it; and a child protection policy which the committee ensures is matched by separate policies operated by each relevant user-group.

Public Benefit

The trustees believe that their policy of making accommodation available to user-groups and individuals, from Maidstone and the neighbourhood, and giving whatever other support is possible to those user-groups, is for the public benefit, as required by charity legislation.

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

Financial review

The Charity's total incoming resources for the year ended 31st December 2018 totalled £44,458 (2017: £67,061). Resources expended totalled £39,673 (2017: £28,988). The fund balance at 31st December 2018 was £459,428 (2017: £454,643).

Principal funding continues to be through the renting of rooms within the building; grants received during the year amounted to £3000.

Reserves policy

The Trustees have agreed that a reserve policy equivalent to 12 months operating costs is an appropriate level of reserve for a charity the size of Howard de Walden Centre, bearing in mind in the event of the charity having to close the building the ongoing costs would be considerable as it is unlikely that such a building could be reused in its current state and would need a planning consent before a serious buyer would contemplate purchase.

Plans for the Future

The Trustees plan to continue to rent the building to local community groups and residents, and for continuous improvement of the building and the surrounding grounds.

Statement of Trustees Responsibilities

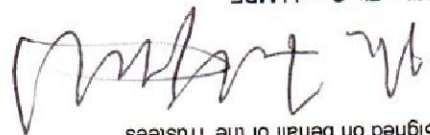
Charity law requires the trustees to prepare financial statements for each year which give a true and fair view of the disposition of the net assets of the charity and of its financial transactions for that year. The trustees are required to:

- * select suitable accounting policies and apply them consistently
 - * make judgments and estimates that are reasonable and prudent
 - * prepare the statements on a going concern basis unless that is inappropriate
- The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with charity law. They are also responsible for safeguarding the assets of the charity, and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Governance of the Charity

The trustees have a further duty to ensure that the governance of the charity is conducted to the highest standards. This, in this charity, is accepted as being the responsibility of the trustees themselves - and that being so, there can clearly be no monetary costs attached to these activities. The expenditure heading in the Statement of Financial Activities under which governance would have been included had there been any such expenditure, is "management and administration". No mention is made of governance under that heading simply because no resources were so expended. The trustees confirm, however, that it is their belief that they have properly met their obligations in this regard.

Signed on behalf of the Trustees



Mike FitzGerald MBE

Chairman

Date:

HOWARD DE WALDEN CENTRE

Independent Examiners Report to the Trustees For year ended 31st December 2018

I report to the trustees on my examination of the accounts of the charity for the year ending 31st December 2018

Responsibilities and basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act')

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act, and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiners Statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect.

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act, or

2. the accounts do not accord with those records; or

3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mrs J Wilkinson FMAAT FICB

Accountant

The Sandwich Accountancy Group Ltd

148 Dover Road

Sandwich

Kent

CT13 0DD

HOWARD DE WALDEN CENTRE

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31 DECEMBER 2018 (Including Income & Expenditure Account)

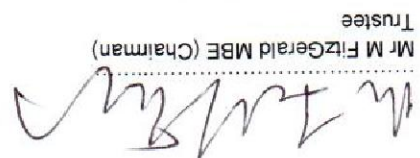
	Unrestricted fund 2018	Restricted fund 2018	Total funds 2018	Total funds 2017
INCOME	£	£	£	£
Income from charitable activities	3000	0	3000	0
Donations & grants				
Hire of premises	39868	0	39868	37702
Income from investments	1590	0	1590	29359
Investments				
Total income	44458	0	44458	67061
EXPENDITURE				
Expenditure on charitable activities	35007	0	35007	24887
Other expenditure	4666	0	4666	4101
Total expenses	39673	0	39673	28988
NET MOVEMENT IN FUNDS	4785	0	4785	38073
Funds brought forward	454643	0	454643	416570
Funds carried forward	459428	0	459428	454643

All the above results are derived from continuing activities. There are no other gains or losses other than those shown above

HOWARD DE WALDEN CENTRE STATEMENT OF FINANCIAL POSITION

	Funds	2018	Funds	2017
	£	£	£	£
FIXED ASSETS				
Tangible assets	150442	266565	150589	264975
Investments	417007	417007	415564	415564
CURRENT ASSETS				
Debtors	2244	66008	1484	62441
Cash at bank and in hand	68252	68252	63925	63925
CREDITORS				
Amounts falling due within one year	2275	2275	1290	1290
NET CURRENT ASSETS				
	65977	65977	62635	62635
NET ASSETS				
	482984	482984	478199	478199
General unrestricted fund				
Revaluation reserve	8	459428	23556	454643
Total Reserves				
		482984	478199	478199

The financial statements were approved by the board and authorised for issue by the Board and signed on its behalf by



Mr M FitzGerald MBE (Chairman)
Trustee

Date: 10.6.19

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2018

There were no related party transactions during the year

HOWARD DE WALDEN CENTRE
Detailed Statement of Financial Activities
For the year ended 31st December 2018

INCOME AND ENDOWMENT		
Donations and legacies		
Donations & grants	3000	0
Hire of premises	39868	37702
	<u>42868</u>	<u>37702</u>
Income from investments		
Investments	1590	29359
	<u>1590</u>	<u>29359</u>
Total incoming resources	44458	67061
	<u><u>44458</u></u>	<u><u>67061</u></u>
SUPPORT COSTS		
Insurance	2297	1977
Centre manager	3144	3180
Repairs and maintenance	569	2177
Refurbishment	10502	3212
Heat, light, power	5798	5054
Cleaning & waste disposal	11035	7794
CC TV	840	450
Website	675	0
Bad debt	0	846
Depreciation	147	197
Expenditure on charitable activities	<u>35007</u>	<u>24887</u>
ADMINISTRATION		
Clerk/Space 2 Be Me	3348	3096
Professional fees	345	403
Accountancy & accounts software	960	463
Companies House	13	13
General expenses	0	126
	<u>4666</u>	<u>4101</u>
Total resources expended	39673	28988
	<u><u>39673</u></u>	<u><u>28988</u></u>
NET INCOME	4785	38073
	<u><u>4785</u></u>	<u><u>38073</u></u>

2018
£

2017
£