



# Trustees' Annual Report for the period

From (start date)  to (end date)

Section A		Reference and administration details	
Charity name	<input type="text" value="FOREST PARK COMMUNITY CENTRE"/>		
Other names the charity is known by	<input type="text"/>		
Registered charity number (if any)	<input type="text" value="298690"/>		
Charity's principal address	<input type="text" value="FOREST PARK COMMUNITY CENTRE"/> <input type="text" value="HORNDEN ROAD"/> <input type="text" value="BRACKNELL"/> <input type="text" value="BERKSHIRE"/>		
	Postcode	<input type="text" value="RG120XQ"/>	
Names of the charity trustees who manage the charity			
	Trustee Name	Office (if any)	Dates acted if not for whole year
1	PAUL CRAVEN	CHAIR	
2	PAMELA WALDE	VICE CHAIR	
3	DEBBIE EVANS	SECRETARY	
4			
5			
6			
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	

**Section A****Reference and administration details (continued)**

Names and addresses of advisers (optional information)

Type of adviser	Name	Address

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

**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 BY COMMITTEE

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.

**Section C****Objectives and activities**

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

PROVIDE HALL SPACE FOR THE LOCAL COMMUNITY TO HIRE FOR ACTIVITIES

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)

PROVIDES BUILDING FACILITIES

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.

**Section D****Achievements and performance**

Summary of the main achievements of the charity during the year

DECORATED THE LOUNGE,  
REPLACED CARPET IN LOUNGE

**Section E****Financial review**

Brief statement of the charity's policy on reserves

THE CHARITY'S POLICY IS TO REINVEST FUNDS BACK INTO THE BUILDING AND KEEP BACK A RESERVE OF FUNDS TO COVER ONE YEAR OF COSTS.

Details of any funds materially in deficit

NONE

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.

FUNDS COME FROM HIRING FEES.

**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)

P. Crown

Full name(s)

PAUL CROWN

Position (eg Secretary, Chair, etc)

CHAIR.

Date

030120

**FOREST PARK COMMUNITY ASSOCIATION**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH 2019**

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## ACCOUNTANT'S REPORT

### TO FOREST PARK COMMUNITY ASSOCIATION

In accordance with your instructions, the financial statements of Forest Park Community Association, which comprises the Profit & Loss Account, Balance Sheet and related notes, have been compiled from the accounting records, information and explanations that you have provided.

The financial statements have been compiled on the accounting basis set out in note 1 to the financial statements. The financial statements are not intended to achieve full Compliance with the provision of UK Generally Accepted Accounting Principles.

This report is made to you. The work that has been undertaken has been that necessary to compile the financial statements, report to you on them and to state any matters to you in this report and for no other purpose. No responsibility is accepted or should be assumed to anyone other than Forest Park Community Association for that work or for this report.

You have approved the financial statements for the year ended 31st March 2019 and have acknowledged your responsibility for them, for the appropriateness of the accounting basis and for providing all information and explanations necessary for their compilation.

The accuracy and completeness of the accounting records and the information and explanations provided by you has not been verified and therefore no opinion is expressed on or statement appended to the financial statements.

Sandra Douglas  
SKD Accounting Ltd  
62 Westmorland Drive  
Warfield  
Berkshire  
RG42 3QP

Date .....18/09/2019.....

# CLIENT APPROVAL CERTIFICATE

In accordance with the terms of engagement of SKD Accounting Ltd, I approve the financial statements for the year ended 31st March 2019 which comprises the Profit and Loss Account, the Balance Sheet and the related notes. I acknowledge my responsibility for the financial statements, including the appropriateness of the accounting basis as set out in note 1, and for providing SKD Accounting Ltd with all information and explanations necessary for their compilation.

P. Craven

P Craven

Date 27/11/2019

PROFIT & LOSS ACCOUNT  
For the Year Ended 31 March 2019

	2019		2018	
	£	£	£	£
Income:				
Hall Hire	38,361		34,622	
Grants	0		0	
Sundry	0		0	
	<u>38,361</u>		<u>34,622</u>	
Expenditure				
Wages	16,497		15,225	
Water rates & rent	1,342		969	
Insurance	471		464	
Light & Heat	2,238		2,289	
Telephone	804		517	
Postage, printing & Stationery	280		605	
Repairs & Renewals	1,150		1,887	
Cleaning, gardening and waste disposal	2,263		1,197	
Sundry Expenses	462		1,190	
Accountancy	250		250	
	<u>25,759</u>		<u>24,593</u>	
	<u>12,602</u>		<u>10,029</u>	
Renovations, Fixtures & Fittings	15,055		1,527	
NET PROFIT/(LOSS)	<u>(2,453)</u>		<u>8,502</u>	

**BALANCE SHEET**  
At 31 March 2019

	2019		2018	
Notes	£	£	£	£
<b>FIXED ASSETS</b>				
Tangible Assets				
<b>CURRENT ASSETS</b>				
Debtors	3,410		1,085	
Prepayments	0		402	
Current Account	18,589		22,149	
Cash in Hand	161		150	
		<u>22,161</u>		<u>23,786</u>
<b>CURRENT LIABILITIES</b>				
Accrued Expenses	196		192	
Uncleared Cheques	779			
Creditors	44			
	<u>1,019</u>	<u>21,141</u>	<u>192</u>	<u>23,594</u>
<b>NET ASSETS</b>		<u><u>21,141</u></u>		<u><u>23,594</u></u>
<b>FINANCED BY:</b>				
<b>CAPITAL ACCOUNT</b>		<u><u>21,141</u></u>		<u><u>23,594</u></u>

**FOREST PARK COMMUNITY ASSOCIATION**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH 2019**

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