

# MANOR PARK COMMUNITY ASSOCIATION

Directors	A Dolor J M Edgar L Layne C Mangal M Martey	S Mathurin R M Pierre R F Shillingford
Secretary	J B Parker	
Registered office	37 Rushey Green Catford London SE6 4AS	
Registered number	3010468	
Accountants	Cavanna Associates 542 Uxbridge Road Pinner Middlesex HA5 3QA	

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## Annual Report and Accounts - 31 December 2009

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**MANOR PARK COMMUNITY ASSOCIATION**

**DIRECTORS' REPORT FOR THE YEAR ENDED 31 DECEMBER 2009**

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The Directors present their report and accounts for the year ended 31 December 2009

**Principal activities**

The principal activity of the company throughout the year was the maintenance and management of Manor Park Community Centre, London E12

**Review of the business**

A summary of the results for the year's trading is stated on page 4 of the accounts

The Directors consider the state of affairs of the Association to be satisfactory

**Directors and their interests**

The company is incorporated under the Companies Act 1985 as a company limited by guarantee without share capital

**Directors' Responsibilities**

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the profit and loss of the company for that period. In preparing those financial statements, the directors are required to

- Select suitable accounting policies and then apply them consistently
- Make judgements and estimates that are reasonable and prudent
- Follow applicable accounting standards, subject to any material departures disclosed and explained in the financial statements,
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business

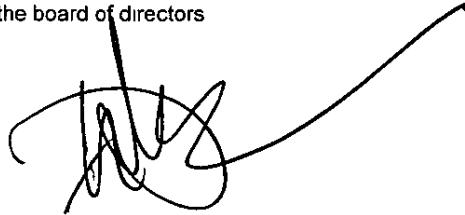
The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

**MANOR PARK COMMUNITY ASSOCIATION**

**DIRECTORS' REPORT FOR THE YEAR ENDED 31 DECEMBER 2009 (CONT )**

The above report has been prepared in accordance with the special provisions in part 15 of the Companies Act 2006

Signed on behalf of  
the board of directors

A handwritten signature in black ink, consisting of a series of loops and a long, sweeping horizontal stroke extending to the right.

A Dolor  
Director

Approved by the board on 6 July 2010

**MANOR PARK COMMUNITY ASSOCIATION****PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2009**

2008		Notes	
41,240	Turnover - continuing operations	2	42,274 09
43,636	Administration expenses		44,536 08
<u>(2,396)</u>	<b>Operating loss - continuing operations</b>		<u>(2,261 99)</u>
386	Interest received		8 28
<u>(2,010)</u>	<b>Retained loss for the year</b>		<u>(2,253 71)</u>
25,428	<b>Retained profit brought forward</b>		22,681 13
<u><b>22,681</b></u>	<b>Retained profit carried forward</b>		<u><b>20,427 42</b></u>

**Continuing operations**

All of the company's activities in the above two financial years derived from continuing operations

**Total recognised gains and losses**

The company has no recognised gains or losses other than the profit or loss for the above two financial years

The notes on pages 5 & 6 form part of these accounts

## MANOR PARK COMMUNITY ASSOCIATION

**BALANCE SHEET AT 31 DECEMBER 2009**

2008		Notes	
	<b>Fixed assets</b>		
5,737	Tangible assets	4	4,638 00
	<b>Current assets</b>		
3,757	Cash at bank and in hand		2,777 64
16,122	Cash on deposit		19,129 98
500	Debtors	5	455 49
<u>20,379</u>			<u>22,363 11</u>
26,116			27,001 11
3,435	<b>Creditors</b> amounts falling due within one year	6	6,573 69
<u>22,681</u>	<b>Net assets</b>		<u>20,427 42</u>
	<b>Capital and reserves</b>		
	Profit and loss account		20,427 42
<u>22,681</u>	Profit and loss account		<u>20,427 42</u>

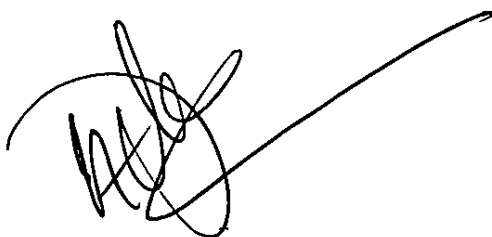
For the year ending 31 December 2009 the company was entitled to exemption from audit under section 477(2) of the Companies Act 2006 relating to the small companies regime. The members have not required the company to obtain an audit of in accordance with section 476 of the Companies Act 2006.

The director acknowledges her responsibility for

- i) ensuring the company keeps accounting records which comply with Section 386, and
- ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and of its profit and loss for the financial year, in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as is applicable to the company.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the board on 6 July 2010  
and signed on its behalf by



A Dolor  
Director

The notes on pages 5 & 6 form part of these accounts

**MANOR PARK COMMUNITY ASSOCIATION**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2009**

**1 Accounting policies**

**1.1 Basis of preparation of accounts**

The accounts are prepared under the historic cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007)

**1.2 Turnover**

Turnover comprises the invoiced value of goods and services supplied by the company, net of value added tax and trade discounts

**1.3 Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less depreciation

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases

Plant and equipment	25% p a reducing balance basis
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**2 Turnover**

The turnover and profit are wholly attributable to the company's main activity, all arising in the United Kingdom

**3 Taxation**

The company is a registered charity, no 1044813, so no liability to Corporation tax will arise

## MANOR PARK COMMUNITY ASSOCIATION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2009 (CONT )**4 Tangible fixed assets**

	Plant & equipment	Cooker	CCTV System	Chair Lift	Gym equipment	Total
Cost						
to 1 January 2009	5,164 14	1,173 82	5,362 00	3,823 00	4,001 95	19,524 91
Additions during year	446 93					
	5,611 07	1,173 82	5,362 00	3,823 00	4,001 95	19,524 91
Depreciation						
to 1 January 2009	3,720 64	1,032 82	4,277 00	3,006 00	1,750 95	13,787 41
Charge for year	473 43	35 00	271 00	204 00	563 00	1,546 43
	4,194 07	1,067 82	4,548 00	3,210 00	2,313 95	15,333 84
Net book value						
at 31 December 2009	1,417 00	106 00	814 00	613 00	1,688 00	4,638 00
at 31 December 2008	1,443 50	141 00	1,085 00	817 00	2,251 00	5,737 50

**5 Debtors**

	2009	2008
<b>Due after more than one year</b>		
None	-	-
<b>Due within one year</b>		
Loan MCPA	450 00	-
Light & heat	5 49	500
	455 49	500

**6 Creditors amounts falling due within one year**

	2009	2008
Trade creditors	4,188 67	916
Accrued expenses	771 30	905
Affiliated members' deposits	1,300 00	1,300
PAYE liabilities	313 72	314
	6,573 69	3,435

## MANOR PARK COMMUNITY ASSOCIATION

PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2009

2008		
1,200	Establishment charges receivable	600 00
37,895	Hall hire and fund raising	41,674 09
2,145	Donations	-
<u>41,240</u>		<u>42,274 09</u>
	Establishment expenses	
19,354	Wages	18,700 58
367	Committee and staff expenses	172 26
8,134	Light & heat	10,351 70
1,397	Non domestic rates	1,461 25
551	Water	704 98
2,440	Insurance	2,408 21
140	Licences	142 67
1,984	Repairs and maintenance	2,907 34
537	Telephone	667 16
382	Advertising	639 18
1,743	Charity Ball	353 92
978	Trade refuse collection	1,008 55
1,356	Cleaning & security	1,400 04
204	Printing & stationery	459 26
546	Accountancy fees	587 50
176	Legal & professional	212 75
44	Postage	9 39
15	Annual return	15 00
1	Bank charges	-
1,374	Donations	787 91
-	Community day	-
1,912	Depreciation plant	1,546 43
<u>43,635</u>	Total expenses	<u>44,536 08</u>
(2,395)	Operating loss	(2,261 99)
	Interest receivable	
386	Bank deposit interest	8 28
<u>(2,009)</u>	Loss on ordinary activities before taxation	<u>(2,253 71)</u>



**MANOR PARK COMMUNITY ASSOCIATION**

**ACCOUNTANTS' REPORT ON THE UNAUDITED ACCOUNTS TO THE  
DIRECTORS OF MANOR PARK COMMUNITY ASSOCIATION**

As described on the Balance Sheet, you are responsible for the preparation of the accounts for the year ended 31 December 2009, set out on pages 2 to 4, and you consider that the company is exempt from an audit and a report under section 249A (1) of the Companies Act 1995. In accordance with your instructions, we have compiled these unaudited accounts in order to assist you to fulfil your statutory responsibilities, from the accounting records and information and explanations supplied to us.

*Cavanna Associates*

542 Uxbridge Road  
Pinner  
Middlesex HA5 3QA

Cavanna Associates  
Accountants