

# **New Charlton Community Association**

## **Report and Accounts**

Year ended  
31 March 2020

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**Charity registration number 1145642**  
**Company number 7702459**

**New Charlton Community Association**  
**Report and accounts**  
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**New Charlton Community Association  
Financial Statements  
for the year ended 31 March 2020**

**Company number** 7702459

**Registered charity number** 1145642

**Registered office** 217 Maryon Road  
Charlton  
London  
SE7 8DB

**Trustees** T Mayne - Chair (resigned 25/11/20)  
C Epardaud - Treasurer  
K Dibben  
B Sobowale  
R Hill Tout (appointed 10/2/2020)  
C Turner (appointed 10/2/20)  
S Barton (appointed 10/2/20)  
M Bachelor (resigned 10/2/20)

**Bankers** Unity Trust Bank  
Nine Brindleplace  
Birmingham  
B1 2BH

**Independant examiners** Michael Adamson and Co  
21 The Drive  
Hullbridge  
Hockley  
Essex SS5 6LZ

## **Trustees Report to the members of New Charlton Community Association**

The trustees present their annual report and the financial statements for the year ended 31 March 2020.

### **Governing documents**

The New Charlton Community Association (NCCA) is governed by its Memorandum and Articles of Association and is a Charitable Company Limited by Guarantee. The company was incorporated on 11th July 2011 and was registered as a charity on 26th January 2012 under the charity number 1145642.

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

The NCCA was originally set up as the local tenants association; it became a registered charity in October 1976 and has been part funded by the London Borough of Greenwich over the years.

The premises were taken on a 99-year lease which is shared between the Diocese of Southwark and Rochester, the Parish of St. Thomas, Woolwich, London Borough of Greenwich and the Trustees of New Charlton Community Centre.

The Association is governed by a Board of Trustees, several members of which are typically NCCA user group representatives. They meet every 4-6 weeks to discuss any issues regarding the running of the Centre and staff, to agree policies and make financial decisions and plans for the future.

The day to day running of NCCA is overseen by a management committee who are formally employees of The Clockhouse and provide services to the NCCA part-time as part of a Service Level Agreement (SLA). The management committee combined expertise includes working with children, youths and the elderly, counselling, social work, finance, fundraising and legal expertise.

The NCCA and its respective facilities and services are open to all members of the local community, irrespective of nationality, religious opinion, race, colour, political opinion, sexual orientation, gender or disability.

### **Objects of the charity, principal activities and organisation of our work**

The objects of the charity are to provide community services in the Charlton and Woolwich Riverside Wards of the Royal Borough of Greenwich (RBG). This includes providing hall facilities for local groups for their meetings/activities, for training/educational purposes and office accommodation to voluntary sector, social enterprise and community groups. Charlton and Woolwich Riverside are areas of high unemployment, single parent families and social-economic deprivation.

The NCCA premises include a large hall building which is hired out to a cross-section of community, voluntary and statutory groups on a regular basis and a Community House providing up to 4 offices, a counselling room and general purpose/meeting room. The venue is also available to hire for private functions, training sessions and meetings.

The trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit when deciding what activities the charity should undertake.

### **Development, activities and achievements this year**

At the beginning of the Financial Year ending 31 March 2020, a new partnership arrangement was agreed between the NCCA and the Clockhouse Community Centre Association ("Clockhouse"). This resulted in the NCCA being part-funded by the RBG, which provided funding to the new partnership.

Pursuant to this new partnership arrangement, a Service Level Agreement ("SLA") was entered into between the NCCA and the Clockhouse, resulting in the outsourcing of the day-to-day running of the NCCA's activities to the Clockhouse and the abolishment of the Community Centre Development Officer ("CCDO") role. The two porters who were on the NCCA's payrolls have been transferred during the year to the Clockhouse.

The operation of the SLA has been in force since 15 April 2019 and has proven successful during the Financial Year ending 31 March 2020. The Clockhouse contract manager provides management information and accountability for the contractual service provision to the NCCA board of trustees.

The NCCA continues to have a good working relationship with its existing user groups, including:

- Scout group
- Dance classes
- Faith groups
- Karate Club
- Social care provider

During the Financial Year ending 31 March 2020, the Clockhouse and the NCCA had agreed to merge on 1 April 2020, with the Clockhouse being the surviving entity. However, due to the COVID-19 pandemic which forced both Community Centres to initially close and reshuffle priorities and objectives, the merger has been put on hold.

### **Transactions and financial position**

The Statement of Financial Affairs shows a deficit of £34,285 with total reserves carried forward of £94,799. This is mainly explained by four items: (i) significant decrease in RBG funding, (ii) maintenance works necessary to the good functioning of the NCCA's buildings, (iii) redundancy payment made to the CCDO and (iv) loss of income due to tenants leaving.

### **Tangible fixed assets for use by the charity**

Details of movements in fixed assets are set out in note 5 to the accounts

### **Investment policy and returns**

Under the constitution, the charity has the power to make any investment which the trustees see fit. At present, no funds have been invested by the trustees.

## **Reserves**

The charity commission requires charities to determine and explain their policy for free reserves. This has been explained in note 8 to the accounts.

## **Trustees**

The trustees who served during the year are shown on page 1.

## **Risk management**

The trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions.

The trustees are satisfied that adequate Health and Safety and Risk Assessment policies, and Employers and Public Liability insurance are in place. The trustees have also examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate any significant risk.

## **Statement of Trustees responsibilities**

The trustees are required by law to prepare financial statements for each year which give a true and fair view of the financial activities of the charity and its financial position at the end of the year.

In preparing those financial statements the trustees are required to:

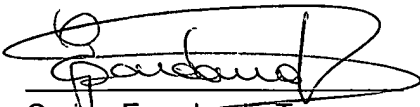
1. select suitable accounting policies and apply them consistently;
2. make judgements and estimates that are reasonable and prudent;
3. state whether the policies adopted are in accordance with the Charities Act 2011 and with applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the financial statements;
4. prepare the financial statements on the going concern basis unless it is inappropriate to assume the charity will continue in operation

## **Small company special provisions**

The report of the trustees has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP FRS102) issued 16 July 2014) and in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

## **Approval**

This report was approved by the Management Committee and signed on its behalf

  
Carine Epardaud - Treasurer

on 12 January 2020

## **Report of the Independent Examiners to the Members of New Charlton Community Association**

We have examined the financial statements on pages 6 to 13 for the year ended 31 March 2020, which have been prepared under the accounting policies set out on page 9

### **Respective responsibilities of the 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 our responsibility to:

- \* examine the accounts under section 142 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 examiner's report**

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 we do not express an audit opinion on the view given by the accounts.

### **Independent examiner's statement**

In connection with our examination, no matter has come to our attention:

1. which gives us reasonable cause to believe that in any material respect the requirements
  - (a) to keep accounting records in accordance with section 130 of the Charities Act; and
  - (b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act, have not been met; or
2. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Michael Adamson and Co  
Chartered Accountants

21 The Drive  
Hullbridge  
Hockley  
Essex SS5 6LZ

Date : 30/1/2021

**New Charlton Community Association**  
**Statement of financial activities**  
**for the year ended 31 March 2020**

	Unrestricted funds	Restricted funds	Designated funds	Total	Total
Note	2020	2020	2020	2020	2019
Income and expenditure	£	£	£	£	£
<b>Incoming resources (see page 13)</b>					
Income from use of facilities	40,021	-	-	40,021	48,100
Grants and donations receivable	-	18,000	-	18,000	37,160
Investment income	317	-	-	317	249
<b>Total incoming resources</b>	<b>40,338</b>	<b>18,000</b>	<b>-</b>	<b>58,338</b>	<b>85,509</b>
<b>Resources expended</b>					
<b>Cost of generating funds (see page 13)</b>					
Direct charitable expenditure	74,173	18,000	-	92,173	69,600
Governance costs	450	-	-	450	450
<b>Total expenditure</b>	<b>74,623</b>	<b>18,000</b>	<b>-</b>	<b>92,623</b>	<b>70,050</b>
<b>Net incoming resources for the year</b>	<b>(34,285)</b>	<b>-</b>	<b>-</b>	<b>(34,285)</b>	<b>15,459</b>

**Statement of other recognised gains and losses**

Net incoming resources before other recognised gains - net movement in funds	2	(34,285)	-	-	(34,285)	15,459
Transfers		33,297	-	(33,297)	-	-
Total funds brought forward		27,212	-	101,872	129,084	113,625
<b>Total funds carried forward</b>		26,224	-	68,575	94,799	129,084

**Reconciliation of movement of funds**

Tangible assets	185	-	-	185	247
Current assets	40,073	-	68,575	108,648	131,818
Current liabilities	(14,034)	-	-	(14,034)	(2,981)
	26,224	-	68,575	94,799	129,084

The surplus for the year represents the total recognised gains for the period

None of the charity's activities were acquired or discontinued during the current or previous year

The attached notes for part of these accounts



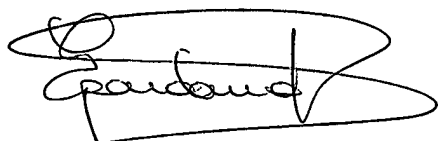
**New Charlton Community Association**  
**Balance Sheet**  
**as at 31 March 2020**

	Notes	2020 £	2019 £
<b>Fixed assets</b>			
Tangible assets	5	185	247
<b>Current assets</b>			
Debtors	6	14,425	19,719
Cash at bank and in hand	4	94,223	112,099
		<u>108,648</u>	<u>131,818</u>
<b>Creditors: amounts falling due within one year</b>	7	(14,034)	(2,981)
<b>Net current assets</b>		<u>94,614</u>	<u>129,084</u>
<b>Net assets</b>		<u>94,799</u>	<u>129,084</u>
<b>Reserves</b>			
Reserves	8	94,799	129,084
		<u>94,799</u>	<u>129,084</u>

The management committee are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that members have not required the company to obtain an audit in accordance with section 476 of the Act. The management committee acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

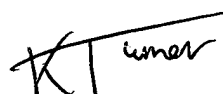
The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

Approved by the management committee on ..... 23/12/2020 .....  
and signed on their behalf



Trustee

*Carine Gaudin*



Trustee

*Katharine Turner*

The attached notes for part of these accounts

**New Charlton Community Association**  
**Cash Flow Statement**  
**for the year ended 31 March 2020**

	<b>Notes</b>	<b>2020</b>	<b>2019</b>
		<b>£</b>	<b>£</b>
<b>Net cash used in operating activities</b>	12	(18,193)	9,238
<b>Cash flows from investing activities</b>			
Interest received		317	249
<b>Change in cash and cash equivalents in the period</b>		(17,876)	9,487
Cash and cash equivalents brought forward		112,099	102,612
		94,223	112,099
Consisting of:			
Cash at bank and in hand		94,223	112,099

The attached notes for part of these accounts

**New Charlton Community Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2020**

**1 Accounting policies**

***Basis of preparation of accounts***

The financial statements have been prepared under the historical cost convention, and are in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

***Fund Accounting***

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor

***Incoming resources***

Voluntary income and donations are included in incoming resources when they are receivable, except when the donors specify that they must be used in future accounting periods or donors conditions have not been fulfilled, then income is deferred. The income from fees is recorded gross.

***Grants receivable***

Grants receivable are recorded on the accruals basis

***Resources expended***

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Expenditure which is directly attributable to specific activities have been included in these cost categories. Where costs are attributable to more than one activity, they have been apportioned across the cost categories on a basis consistent with the use of these resources.

***Depreciation***

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided on all fixed assets at rates calculated to write off the cost over their useful economic lives as follow:

Furniture and equipment	25% reducing balance
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***Governance costs***

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the independent examiner's fees and costs linked to the strategic management of the charity

***Pensions***

The Charity operates a defined benefit pension scheme which are treated as a defined contribution scheme under FRS 102 as the assets of the scheme are not specifically held for the company. Contributions are charged to the income and expenditure account as they become payable in accordance with the rules of the scheme.

***Value added tax***

Value added tax is not recoverable by the charity, and as such is included in the relevant cost in the Statement of Financial Activities

**New Charlton Community Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2020**

**2 Net movement in funds for the year**

	2020 £	2019 £
The net movement is after charging:		
Depreciation of tangible fixed assets	62	82
Independent Examiner's fee	450	450

**3 Staff costs**

No remuneration was paid to trustees. The staff costs of the remaining staff were:

	2020 £	2019 £
Wages and salaries	25,523	47,056
Pension contributions	73	-
Social security costs	-	3,326
	<u>25,596</u>	<u>50,382</u>

The average weekly number of staff employed, calculated as full time equivalents during the year was as follows:

No employee received remuneration of more than £60,000

Remuneration to key management personnel in the year amounted to £14,304 including redundancy payment of £10,688 (2019 : £ 33,438)

	2020	2019
Direct charitable work	1	4
Governance costs	-	-
	<u>1</u>	<u>4</u>

**4 Bank and cash balances**

	2020 £	2019 £
Unity Trust current account	20,544	14,179
Unity Trust general reserve account	620	617
Petty cash and unbanked cash	996	6,527
Planned Maintenance Reserve account	72,063	90,776
	<u>94,223</u>	<u>112,099</u>

**New Charlton Community Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2020**

**5 Tangible fixed assets**

	<b>Furniture and equipment £</b>	<b>Total £</b>
<b>Cost</b>		
At 31 March 2019	6,775	6,775
At 31 March 2020	6,775	6,775
<b>Depreciation</b>		
At 31 March 2019	6,528	6,528
Charge for the year	62	62
At 31 March 2020	6,590	6,590
<b>Net book value</b>		
At 31 March 2020	185	185
At 31 March 2019	247	247

**6 Debtors**

	<b>2020 £</b>	<b>2019 £</b>
Trade debtors	14,425	18,168
Other debtors	-	1,551
	14,425	19,719

**7 Creditors : amounts falling due within one year**

	<b>2020 £</b>	<b>2019 £</b>
Other creditors	14,034	2,981

**8 Reserves**

	<b>2020 £</b>	<b>2019 £</b>
Brought forward at 31 March 2019	129,084	113,625
Retained surplus	(34,285)	15,459
Carried forward at 31 March 2020	94,799	129,084

The Association's Reserves policy identifies this fund as having the following uses and the Reserves are made up of the following:

<b>Reserves held at end of year</b>	<b>2020 £</b>	<b>2019 £</b>
Exit strategy / 3 months expenditure incl. wages	20,325	20,325
Redundancy payments	-	10,269
Legal and associated fees to exit	2,500	5,000
Legal and consultancy fees	15,000	15,000
Long term sickness	-	20,528
Building works (possible refurb of building)	30,000	30,000
Fixed Asset Replacement and Repair	750	750
General reserves	26,224	27,212
	94,799	129,084

**New Charlton Community Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2020**

**9 Trustees' expenses**

There were no trustees' expenses paid during the year

**10 Status**

The company, which is a registered charity, is limited by guarantee and has no share capital.

**11 Related party transactions**

There were no related party transactions or transactions with the trustees to report.

**12 Reconciliation of net movements in funds to net cash flow from operating activities**

		2020 £	2019 £
	<b>Notes</b>		
Net movement in funds (see page 13)	2	(34,285)	15,459
Add back depreciation	5	62	82
Less interest received		(317)	(249)
Decrease / (increase) in debtors		5,294	(8,559)
Increase / (decrease) in creditors		11,053	2,505
Net cash used in operating activities		<u>(18,193)</u>	<u>9,238</u>

**13 Comparative Statement of Financial Activities**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Designated funds 2019 £	Total 2019 £
<b>Income and expenditure</b>				
<b>Incoming resources (see page 13)</b>				
Income from use of facilities	48,100	-	-	48,100
Grants and donations receivable	-	37,160	-	37,160
Investment income	249	-	-	249
	<u>48,349</u>	<u>37,160</u>	<u>-</u>	<u>85,509</u>
<b>Resources expended</b>				
<b>Cost of generating funds (see page 13)</b>				
Direct charitable expenditure	32,440	37,160	-	69,600
Governance costs	450	-	-	450
<b>Total expenditure</b>	<u>32,890</u>	<u>37,160</u>	<u>-</u>	<u>70,050</u>
<b>Net incoming resources for the year</b>	<u>15,459</u>	<u>-</u>	<u>-</u>	<u>15,459</u>
<b>Statement of other recognised gains and losses</b>				
Net incoming resources before other recognised gains -				
net movement in funds	15,459	-	-	15,459
Transfers	-	-	-	-
Total funds brought forward	<u>11,753</u>	<u>-</u>	<u>101,872</u>	<u>113,625</u>
<b>Total funds carried forward</b>	<u>27,212</u>	<u>-</u>	<u>101,872</u>	<u>129,084</u>
<b>Reconciliation of movement of funds</b>				
Tangible assets	247	-	-	247
Current assets	29,946	-	101,872	131,818
Current liabilities	<u>(2,981)</u>	<u>-</u>	<u>-</u>	<u>(2,981)</u>
	<u>27,212</u>	<u>-</u>	<u>101,872</u>	<u>129,084</u>

**New Charlton Community Association**  
**General Income and Expenditure account**  
**for the year ended 31 March 2020**

	2020	2020	2020	2019
	Unrestricted	Restricted	Total £	Total £
<b>Income from use of facilities and catering</b>				
Affiliation fees	750	-	750	825
Hire fees	39,271	-	39,271	47,275
	40,021	-	40,021	48,100
<b>Grants</b>				
Royal Borough of Greenwich	-	18,000	18,000	37,160
<b>Investment income</b>				
Interest receivable	317	-	317	249
<b>Total income</b>	<b>40,338</b>	<b>18,000</b>	<b>58,338</b>	<b>85,509</b>
<b>EXPENSES</b>				
<b>Direct Charitable Expenses</b>				
Wages and salaries	7,596	18,000	25,596	50,382
Pension contributions	73	-	73	-
Administration charges	39,163	-	39,163	-
Travel	6	-	6	120
Rent and rates	1,286	-	1,286	860
Light and heat	5,556	-	5,556	5,519
Cleaning and hygiene	2,281	-	2,281	1,894
Telephone and internet	347	-	347	563
Stationery, postage and printing	-	-	-	9
Subscriptions	151	-	151	771
Sundry expenses	149	-	149	551
Maintenance and upkeep	7,516	-	7,516	3,065
Depreciation	62	-	62	82
Insurance	3,166	-	3,166	4,700
Bank charges	158	-	158	18
Bad debts	656	-	656	-
Professional fees	5,855	-	5,855	936
Payroll fees	152	-	152	130
	74,173	18,000	92,173	69,600
<b>Governance costs</b>				
Independent examiners fees	450	-	450	450
	450	-	450	450
<b>Total expenses</b>	<b>74,623</b>	<b>18,000</b>	<b>92,623</b>	<b>70,050</b>
<b>Net (deficit) /surplus for year</b>	<b>(34,285)</b>	<b>-</b>	<b>(34,285)</b>	<b>15,459</b>

**New Charlton Community Association**  
**Cash Flow Statement**  
**for the year ended 31 March 2020**

	<b>Notes</b>	<b>2020</b>	<b>2019</b>
		<b>£</b>	<b>£</b>
<b>Net cash used in operating activities</b>	12	(18,193)	9,238
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