REGISTERED COMPANY NUMBER: 07592707 (England and Wales)
REGISTERED CHARITY NUMBER: 1141612

## REPORT OF THE TRUSTEES AND

## UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

**FOR** 

MUDEFORD WOOD COMMUNITY TRUST

Terence L Smith & Co Chartered Accountants 38a Station Road New Milton Hampshire BH25 6JX

# CONTENTS OF THE FINANCIAL STATEMENTS for the Year Ended 31 March 2022

	Page
Reference and Administrative Details	1
Report of the Trustees	2 to 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7 to 8
Notes to the Financial Statements	9 to 15

# REFERENCE AND ADMINISTRATIVE DETAILS for the Year Ended 31 March 2022

TRUSTEES Janet Abbott (Resigned 21st November 2021)

Richard Ashdown (Honorary Treasurer)

Victoria Fuller

Paul Hilliard

Elizabeth Sabey (Chairman)

Mike Scott-Johns

Deborah Stephens

Samuel Weeks (Appointed 27th November 2020)

### **COMPANY SECRETARY Richard Ashdown**

REGISTERED OFFICE Pipers Drive

Mudeford Christchurch Dorset BH23 4TR

REGISTERED COMPANY

NUMBER

07592707 (England and Wales)

**REGISTERED CHARITY** 

NUMBER

1141612

INDEPENDENT EXAMINER Terence L Smith & Co

Chartered Accountants 38a Station Road

New Milton Hampshire BH25 6JX

BANKERS CafCash Ltd

PO Box 289

West Malling Kent

ME19 4TA

# REPORT OF THE TRUSTEES for the Year Ended 31 March 2022

The Trustees, who are also Directors of the Trust for the purposes of the Companies Act, submit their Report and the Financial Statements for the year ended 31st March 2022. The financial statements comply with the Charities Act 2011, the Companies Act 2006, and 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 Republic of Ireland (FRS 102) effective 1 January 2015. As a charitable company, the Trust is governed by a Memorandum and Articles of Association.

#### **OBJECTIVES AND ACTIVITIES**

### **Review of Activities and Future Developments**

The specific object of the Trust is explained within its Articles of Association and, in summary, is: to promote for the benefit of inhabitants of Mudeford Wood, Christchurch, Dorset (and the surrounding area) the provision of facilities by reason of their youth, age, infirmity or disability, financial hardship or, social or economic circumstances or for the public at large in the interests of social welfare and with the object of improving the life of the said inhabitants. In practice this will mean the provision of facilities offering diverse activities for the social, mental and physical wellbeing of the local community, regardless of age, ethnicity or culture. To help achieve this, the Trust engages with and encourages the local community to become involved in the planning of activities and the running of the facilities at Mudeford Wood.

The Trust's operations meet its public benefit expectations achieved with an enthusiastic set of volunteers running the Community Centre and its associated sporting and other recreational facilities. The Trust assumed responsibility for the Mudeford Wood Community Centre and adjacent all-weather pitch together with access rights to the adjacent field from Christchurch Borough Council within the terms of licence agreements on 1st April 2012 pending the enactment of a lease for the former two areas in November 2013. The Centre is a busy and thriving community based facility that offers a diverse range of activities together with the opportunity for individuals and societies to hire the all-weather pitch, rooms and halls for their members and others. In planning activities for the period the Trustees have considered the Charity Commission's guidance on public benefit and the needs of the local community. The Trust has confirmed its commitment for the Centre to be used for community purposes during a period of emergency and/or local crisis as an evacuation or temporary holding location.

The Trust's approach to costs management together with efficient use of available resources means that the Centre remains a financially viable charitable based organisation. There continues to be a total reliance upon the support and work of many volunteers to enable the Centre to offer the range of activities demanded. The Board is forever grateful for the many hours that substantial numbers of people give freely. The campaign of fund raising and seeking grants continues at a relentless pace to identify funds that can enhance the Centre's facilities and offer. Trustees use the electronic booking system and financial accounting software to produce management reports and information that allows informed decisions to be made about marketing spare capacity and achieving best value for the investments made of time and money. Whilst the offer of facilities for hire has resumed during the period 2021/2022 following the Covid19 pandemic closures and restrictions, the unexpected costs rise during 2022 has proved a new challenge for the Trust to cope with.

There have been a number of in-year cost increases as a consequence of the rapidly rising rate of inflation and a 120% increase in gas and electricity costs is expected in October 2022. Fortunately, the Trust has been protected by its fixed cost arrangement until then. Further substantial cost increases are expected for the balance of 2022/2023 and through the following financial year too. Whilst the Trust is doing its best to: maintain prudent control of its finances to ensure that it remains financially secure; maintain financial reserves that will meet Charity Commission expectations; and, most importantly, seek to achieve a year-end outturn that will allow it to achieve its primary objective; the current financial environment is unpredictable and likely to result in an operational deficit brought into balance by the Trust's reserves.

As in previous years, the Trust continues to face many challenges as people and circumstances change. The Trust remains in close contact and co-operates fully with the Local Authority and its published guidance for allowing outdoor and indoor activities. A new Centre Co-ordinator was appointed in July 2021.

On behalf of the Trust, the Board is very grateful to the many individuals and organisations that have contributed either with their time or money (or both) in the last year. Every contribution has been much appreciated.

# REPORT OF THE TRUSTEES for the Year Ended 31 March 2022

#### **OBJECTIVES AND ACTIVITIES**

### Volunteers/Fundraising

The Trust is supported by the volunteer activities of its Trustees in roles beyond their Governance responsibilities, together with a wider network of volunteers who provide help in many ways. Prior to the Covid pandemic, there was an expectation that around 80 volunteers would engage with the Trust in some way with around 30 involved in activities on a regular basis. Since re-opening there has been a reliance upon around just 15 Trustees and other volunteers with recruitment of new volunteers and Trustees proving difficult as expectations change from offering community service to a desire to just "pay and play" with the work to keep the Centre going undertaken by "someone else". The Trust is extremely grateful to those people who have returned. The Trust's Fund Raising continues to be focused towards both grant and sponsorship applications for specific projects together plus a desire to restore its community-based Fund Raising events that will help grow its unrestricted reserves.

#### **FINANCIAL REVIEW**

#### **Financial Result**

Achievement of the reported outturn for 2021/2022 of £6,997 reflects the current challenging financial environment. Without the grants obtained the Trust would have reported a net deficit of c£12k. This is also having an impact upon the hirers who use the Community Centre who are similarly finding life difficult. It is not easy for either them or us to sustain a financially viable operation. The Trust benefits from its computerised systems that allow precise budgeting and financial planning that have proved invaluable during this period. Much of the systems and processes have been digitalised removing the need for paper records. The Trust has ensured that data back-up is secure with records also held remotely from the Centre as a part of the Trust's Disaster Recovery Plan. The Trust takes active steps to ensure that data is managed in accordance with current Data Protection legislation and is registered with the Information Commissioner. The Trust is registered with PRS/PPL and holds a Music Licence on behalf of the Centre and its hirers. Taking account of the reserve funds established, and as recorded within Note 1 to the Accounts, the Trust had free cash of around £30k at 1st April 2022. The Trust remains mindful of the competitive environment for securing grant funds with Trustees undertaking regular financial reviews at their meetings to ensure that the wide range of activities available at the Community Centre operate at least at balance or ideally at a sensible surplus to maintain future financial independence and viability. Nevertheless, the situation prevails that the Centre has returned an operational deficit as indicated earlier in this report.

There was one member of staff - a Centre Co-ordinator - employed directly upon MWCT's payroll during this accounting period. This member of staff joined the Trust's employment in July 2021. Other services were delivered against consultancy or other contracts and paid following receipt of invoices. In all cases contracts and payments were agreed in advance by the Board of Trustees before delivery commenced. No members of Staff were eligible or registered for the work-place pension following the departure of the previous Centre Co-ordinator in March 2021. The Trust is registered for VAT.

The Trust has been grateful for the good working relationships developed with and support from its unitary local authority - the Bournemouth, Poole and Christchurch Council.

#### Reserves

The Trustees regularly review the reserves of the Trust. The Trustees review the level required each financial year taking account of both increased costs and an unpredictable fund raising environment. The operational reserve was increased to £60,000 in 2016 and represents reserves that are around 12 months of minimum operating costs. Low inflation and management of overhead costs meant that Trustees had been able to confirm that level of reserves as being able to provide an adequate financial cushion. This will need review prior to April 2023 in the light of increasing inflation and costs. Prudent costs management will aim to ensure that the necessary reserves position will be maintained during 2022/2023 and subsequent financial periods with further reviews occurring as may be required.

## STRUCTURE, GOVERNANCE AND MANAGEMENT Risk Management

The Trustees actively review the major risks, which the Trust faces on a regular basis. Recognising its size and scope, the Trust has developed appropriate systems to monitor and control these risks and to mitigate any impact they may have on the Trust's future. All activities are risk assessed and the Trust engages with its Insurers to ensure that adequate assessment has been completed and appropriate cover is in place.

# REPORT OF THE TRUSTEES for the Year Ended 31 March 2022

#### STATEMENT OF TRUSTEES' RESPONSIBILITIES

Company and charity law requires the Trustees to prepare financial statements that give a true and fair view of the state of affairs of the Charitable Trust and Company at the end of each financial year and of its surplus or deficit for that financial year. In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Trust will continue in business.

The Trustees 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 Section 396 of the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the Charitable Trust and Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### Independent Examination

The Trust is entitled to exemption from a full audit under Section 477(1) of the Companies Act 2006 for the period ended 31st March 2022.

The Members have not required the Trust to obtain a full audit of its financial statements for the period ended 31st March 2022 in accordance with Section 476 of the Companies Act 2006.

The Members have required the Trust to obtain an Independent Accountant's Report of its financial statements for the period ended 31st March 2022.

Approved by the Board of Trustees/Directors on 31 October 2022 and signed on its behalf by:

Richard Ashdown - Trustee

# INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MUDEFORD WOOD COMMUNITY TRUST

#### Independent examiner's report to the trustees of Mudeford Wood Community Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

### Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

## Independent examiner's 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:

- 1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- 2. the accounts do not accord with those records; or
- 3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Terence L Smith
Institute of Chartered Accountants of Scotland
Terence L Smith & Co
Chartered Accountants
38a Station Road
New Milton
Hampshire
BH25 6JX

31 October 2022

# STATEMENT OF FINANCIAL ACTIVITIES for the Year Ended 31 March 2022

INCOME AND ENDOWMENTS FROM	Notes	Unrestricted fund £	Restricted fund £	2022 Total funds £	2021 Total funds £
Donations and legacies	2	18,910	-	18,910	53,428
Other trading activities Investment income Other income Total	3 4	101 462 78,297 97,770		101 462 78,297 97,770	37 1,840 29,158 84,463
EXPENDITURE ON Raising funds		16	-	16	59
Charitable activities Charitable Activities Total		80,398 80,414	10,359 10,359	90,757 90,773	91,463 91,522
NET INCOME/(EXPENDITURE)		17,356	(10,359)	6,997	(7,059)
Other recognised gains/(losses) Gains on revaluation of fixed assets Net movement in funds		1 17,357	(10,359)	<u>1</u> 6,998	<u>1</u> (7,058)
RECONCILIATION OF FUNDS					
Total funds brought forward		287,348	165,737	453,085	460,143
TOTAL FUNDS CARRIED FORWARD		304,705	155,378	460,083	453,085

# BALANCE SHEET 31 March 2022

FIXED ASSETS	Notes	Unrestricted fund £	Restricted fund £	2022 Total funds £	2021 Total funds £
Tangible assets	9	38,905	155,378	194,283	209,364
CURRENT ASSETS Stocks Debtors Cash at bank and in hand	10 11	9,358 <u>264,931</u> 274,289	<u>:</u> —— <u>:</u>	9,358 264,931 274,289	16 4,522 246,002 250,540
CREDITORS Amounts falling due within one year NET CURRENT ASSETS	12	(8,489) 	<u>-</u>	(8,489)	(6,819) 
TOTAL ASSETS LESS CURRENT LIABILITIES		304,705	155,378	460,083	453,085
NET ASSETS FUNDS Unrestricted funds Restricted funds TOTAL FUNDS	13	304,705	155,378	304,705 155,378 460,083	453,085 287,348 165,737 453,085

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

Page 7 continued...

# BALANCE SHEET - continued 31 March 2022

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

The financial statements were approved by the Board of Trustees and authorised for issue on 31 October 2022 and were signed on its behalf by:

Richard Ashdown - Trustee

## NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 31 March 2022

#### 1. ACCOUNTING POLICIES

#### Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

#### Income

Grants and donations are accounted for as they are received. All other income including income tax recoverable on gift-aid donations is recognised in the Statement of Financial Activities (SOFA) once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

#### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

#### Leasing

Rentals paid under operating leases are charged to the SOFA on a straight line basis over the term of the lease.

### Tangible fixed assets

These are capitalised if they can be used for more than one year and cost at least £500. Leasehold land & buildings are depreciated over the period of the lease, being 20 whole years from March 2018, and fixtures and fittings over 4 years; once they are put into operational use.

#### **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

### Taxation

The charity is exempt from corporation tax on its charitable activities.

#### **Fund accounting**

There are two funds held, namely the Restricted Income Fund and the General Purposes Fund.

The Restricted Income Fund comprises of £155,378 (2021 £165,737) for the Centre's phase 2 development. The General Purposes Fund of £304,705 (2021 £287,348) includes £40,000 for the completion of the phase 2 development , £30,000 towards 2018-19 projects, £20,510 toward several capital projects within the 5 year strategic plan, £21,250 for emergency capital maintenance, £62,258 strategic reserve as per Charity Commission guidelines and £30,000 free cash.

Page 9 continued...

Depreciation - owned assets

# NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 31 March 2022

2.	DONATIONS AND LEGACIES		
		2022 £	2021 £
	Donations Grants	92 18,818	980 52,448
	Grants	18,910	53,428
	Grants received, included in the above, are as follows:		
		2022	2021
	Other grants	£ <u>18,818</u>	£ <u>52,448</u>
		2022	2021
	Job Retention Scheme	£	£ 9,448
	Local restrictions support grant Other grants	16,000 2,818	39,500 3,500
	Carol granto	•	52,448
		<u>18,818</u>	<u>52,440</u>
3.	OTHER TRADING ACTIVITIES		
		2022 £	2021 £
	Other Income	<u> 101</u>	37
4.	INVESTMENT INCOME		
		2022 £	2021 £
	Interest Received	<u>462</u>	1,840
5.	NET INCOME/(EXPENDITURE)		
	Net income/(expenditure) is stated after charging/(crediting):		
		2022	2021
		£	£

23,416

32,177

# NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 31 March 2022

## 6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

### 7. STAFF COSTS

	Wages & Salaries Social security costs Pension costs		2022 £ 6,519 120 	2021 £ 17,982 352 18,334
	The average monthly number of employees during the year was as fo	llows:		
	Administration		2022 1	2021 2
	No employees received emoluments in excess of £60,000.			
8.	COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITY  INCOME AND ENDOWMENTS FROM Donations and legacies	Unrestricted fund £	Restricted fund £ 13,898	Total funds £ 53,428
	Other trading activities Investment income Other income Total	37 1,840 29,158 70,565	- - - 13,898	37 1,840 29,158 84,463
	EXPENDITURE ON Raising funds	59	-	59
	Charitable activities Charitable Activities Total	62,817 62,876	28,646 28,646	91,463 91,522
	NET INCOME/(EXPENDITURE)	7,689	(14,748)	(7,059)
	Other recognised gains/(losses) Gains on revaluation of fixed assets Net movement in funds	<u>1</u> 7,690	(14,748)	<u>1</u> (7,058)
	RECONCILIATION OF FUNDS			
	Total funds brought forward	279,658	180,485	460,143

Page 11 continued...

# NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 31 March 2022

Unrestricted Restricted Tota fund fund fund	ls £
	£
Č Č	
	אוי
TOTAL FUNDS CARRIED FORWARD         287,348         165,737         453,453	<u> </u>
9. TANGIBLE FIXED ASSETS	
Fixtures	
Freehold and	
property fittings Total	
£££	•
COST	
At 1 April 2021 240,747 98,812 339,5	
Additions 8,3358,3 At 31 March 2022 240,747 107,147 347,8	
At 31 March 2022 <u>240,747</u> <u>107,147</u> <u>347,8</u> 5 <b>DEPRECIATION</b>	<u> </u>
At 1 April 2021 48,148 82,047 130,11	05
Charge for year 12,037 11,379 23,4	
At 31 March 2022 60,185 93,426 153,6	
NET BOOK VALUE	<u>··</u>
At 31 March 2022 180,562 13,721 194,2	83
At 31 March 2021 192,599 16,765 209,3	
	_
10. STOCKS 2022 202	1
£ £	
	16
	<u>==</u>
11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	
2022 202	
£	
Trade debtors 8,805 1,9	
	49
Prepayments <u>553</u> <u>2,4</u>	
<u>9,358</u> <u>4,5</u>	<u> 22</u>

# NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 31 March 2022

12.	CREDITORS: AMOUNTS FALLING DUE WITHI	N ONE YEAR		2022	2021
	Trade creditors Social security and other taxes VAT Accruals and deferred income Accrued expenses			£ 4,425 397 2,030 - 1,637 8,489	£ 4,796 596 51 1,376 6,819
13.	MOVEMENT IN FUNDS			Not	
	Unrestricted funds		At 1.4.21 £	Net movement in funds £	At 31.3.22 £
	General fund		287,348	17,357	304,705
	Restricted funds Restricted funds		165,737	(10,359)	155,378
	TOTAL FUNDS		453,085	6,998	460,083
	Net movement in funds, included in the above are	as follows:			
		Incoming resources	Resources expended £	Gains and losses £	Movement in funds £
	Unrestricted funds General fund	97,770	(80,414)	1	17,357
	Restricted funds Restricted funds	-	(10,359)	-	(10,359)
	TOTAL FUNDS	97,770	(90,773)	1	6,998
	Comparatives for movement in funds				
			At 1.4.20 £	Net movement in funds £	At 31.3.21 £
	Unrestricted funds General fund		279,658	7,690	287,348
	Restricted funds Restricted funds		180,485	(14,748)	165,737
	TOTAL FUNDS		460,143	(7,058)	453,085

### **NOTES TO THE FINANCIAL STATEMENTS - continued** for the Year Ended 31 March 2022

#### 13. **MOVEMENT IN FUNDS - continued**

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds
Unrestricted funds				
General fund	70,565	(62,876)	1	7,690
Restricted funds				
Restricted funds	13,898	(28,646)	-	(14,748)
TOTAL FUNDS	84,463	(91,522)	1	(7,058)
A current year 12 months and prior year 12 months combined position is as follows:				

	At 1.4.20 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds General fund	279,658	25,047	304,705
Restricted funds Restricted funds	180,485	(25,107)	155,378
TOTAL FUNDS	460,143	(60)	460,083

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds General fund	168,335	(143,290)	2	25,047
Restricted funds Restricted funds	13,898	(39,005)	-	(25,107)
TOTAL FUNDS	182,233	<u>(182,295</u> )	2	(60)

Page 14 continued...

# NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 31 March 2022

## 14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.