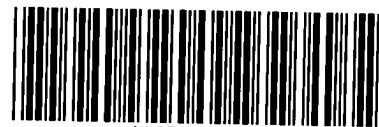


# **SOUTH MITCHAM COMMUNITY ASSOCIATION**

## **REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017**

FRIDAY



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A21

21/07/2017

#208

COMPANIES HOUSE

**GREEN LEVINE & ASSOCIATES**  
**132a Boundary Road**  
**London**  
**NW8 0RH**

# **SOUTH MITCHAM COMMUNITY ASSOCIATION**

## **YEAR ENDED 31 MARCH 2017**

### **Charity Number**

1101681

### **Company Number**

4668105

### **Trustees**

Pastor Arthur S Campbell, Chairman

Merle Mohammed, Vice-Chairman

Barbara E Holgate, Treasurer

Frederick G Day FCA, Director

Ruby Puvaneswary Sanmugathasan, Director

Simon D Lynn, Director – resigned 27 June 2016

Judith C Saunders, Director – appointed 18 July 2016

Tom Walsh, co-opted 20 February 2017

### **Community Centre**

Cobham Court

Haslemere Avenue

Mitcham

Surrey

CR4 3PR

### **Independent Examiners**

Green Levine & Associates

132a Boundary Road

London

NW8 0RH

### **Bankers**

Lloyds TSB Bank plc

Thorpe Wood

Peterborough

Cambridgeshire

PE3 6SF

# **SOUTH MITCHAM COMMUNITY ASSOCIATION**

## **INDEX TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017**

- 1      Report of the Trustees
- 2      Report of the Trustees
- 3      Report of the Independent Examiners
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- 5      Statement of Financial Activities
- 6      Notes to the Financial Statements
- 7      Notes to the Financial Statements

# **SOUTH MITCHAM COMMUNITY ASSOCIATION**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017**

The trustees present their report and the financial statements for the year ended 31 March 2017. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in October 2000 in preparing the annual report and the financial statements.

### **Objects of the Charity**

To provide a Healthy Living Centre in the heart of the Phipps Bridge Estate offering a wealth of opportunities for leisure and learning, serving all families and individuals borough wide especially those in areas of social and economic deprivation.

To work with local partners to develop a wider range of activities to meet all identified needs to improve the quality of life and promote a sense of cohesiveness and ownership among local residents.

To attract and actively involve current and potential users and gain sufficient funding to sustain our programme and to empower all users to increase their level of skills and employability through their engagement both in fun and supportive community activities.

### **Development, Activities and Achievements this Year**

The trustees consider that the performance of the charity this year has been satisfactory. Many new activities have commenced ensuring the Centre being open the full 7 days a week for most of the year.

### **Future Developments**

The trustees negotiated a lease for 28 years via Merton Federation of Community Associations with the London Borough of Merton in 2012.

### **Transactions and Financial Position**

The Statement of Financial Activities shows a net surplus for the year of £19,135 and reserves stand at £118,206 in total.

### **Reserves Policy**

The Association should keep monies in reserve to cover the legal liabilities associated with employing staff.

The Association should keep monies in reserve to cover future/expansion plans as agreed by the Board of Trustees.

The Association should keep monies in reserve to cover unexpected events, i.e., a sudden drop in income through unavoidable circumstances.

Monies kept in reserve should be sufficient to cover all expenses of running the Centre for a period not exceeding six months.

The Board of Trustees of the Association will monitor reserve levels and endeavour to maintain them or increase them as necessary.

Unrestricted funds were maintained at this or a higher level throughout the year.

# **SOUTH MITCHAM COMMUNITY ASSOCIATION**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017 (continued)**

### **Tangible Fixed Assets for Use by the Charity**

Details of movements are set out in the financial statements.

The trustees have considered the most appropriate policy for investing funds and have found that COIF meets their requirements and consider the interest earned over the year to be satisfactory. The trustees have also invested £10,000 with Lloyds TSB in a Fixed Term Account which brings the benefit of zero bank charges.

### **Reserves**

The present level of reserves is adequate to meet the terms of our Reserves Policy.

### **Risk**

The trustees actively review the major risks that the charity faces on a regular basis and believe that the current level of reserves, combined with an annual review over key financial systems, will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational risks faced by the charity and confirm that they have established systems to mitigate significant risks.

### **Trustees Responsibilities in Relation to the Financial Statements**

The trustees are required under the Charities Act 1993 to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year (unless the charity is entitled to prepare accounts on the alternative receipts and payments basis). In preparing financial statements giving a true and fair view, the trustees should follow best practice and:

- a. Select suitable accounting policies and apply them consistently;
- b. Make reasonable and prudent judgements and estimates;
- c. State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- d. Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will not continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the appropriate 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.

### **Independent Examiners**

Independent Examiners, Green, Levine & Associates have expressed their willingness to continue in office and a resolution will be proposed at the forthcoming Annual General Meeting to reappoint them as Independent Examiners of the Association.

  
Chairman – Pastor Arthur Campbell

17.7.17  
Date

# **SOUTH MITCHAM COMMUNITY ASSOCIATION**

## **REPORT OF THE INDEPENDENT EXAMINERS TO THE BOARD OF TRUSTEES OF SOUTH MITCHAM COMMUNITY ASSOCIATION FOR THE YEAR ENDED 31 MARCH 2017**

We have examined the financial statements on pages 4 to 7 which have been prepared under the historical cost convention.

### **Respective responsibilities of Board of Trustees and Independent Examiners**

As described on page 2, the trustees are responsible for the preparation of the financial statements. It is our responsibility to form an independent opinion, examining those statements and to report our opinion to you.

### **Opinion**

In our opinion the financial statements give a true and fair view of the state of affairs of the charity as at 31 March 2017 and of the financial results for the year then ended and have been properly prepared in accordance with the Charities Act 1993 and Companies Act 2006.



.....  
**Harry J Levine FCCA**  
**Green Levine & Associates**

12/7/17  
.....  
**Date**

# SOUTH MITCHAM COMMUNITY ASSOCIATION

## BALANCE SHEET AS AT 31 MARCH 2017

	Notes	2017	2016
<b>Fixed Assets</b>	2	<u>39,520</u>	<u>29,238</u>
<b>Current Assets</b>			
Sundry Debtors		10,051	8,482
Bank Balances		103,853	90,556
Cash in Hand		<u>175</u>	<u>175</u>
		114,079	99,213
<b>Current Liabilities</b>			
Trade Creditors Falling Due within one year	6	<u>19,113</u>	<u>15,834</u>
<b>Net Current Assets</b>		<u>94,966</u>	<u>83,379</u>
<b>Total Net Assets</b>		134,486	112,617
 Deferred Income	5	<u>16,280</u>	<u>13,546</u>
		<u>118,206</u>	<u>99,071</u>
 <b>Represented By</b>			
<b>Accumulated Fund</b>			
Unrestricted Fund Brought Forward		99,071	87,221
Surplus for the Year		<u>19,135</u>	<u>11,850</u>
Fund Carried Forward		<u>118,206</u>	<u>99,071</u>

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

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

.....  
Chairman – Pastor Arthur Campbell

17 7 17  
.....  
Date

# SOUTH MITCHAM COMMUNITY ASSOCIATION

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2017

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2017	Total Funds 2016
<b>Income</b>					
Affiliation and Membership Fees		365		365	725
Grant from Deferred Income		0	31,197	31,197	28,216
Transfer Between Funds		12,000	-12,000	0	0
Grant LB Merton	1	38,830		38,830	38,640
Lettings		53,596		53,596	51,299
Canteen		556		556	1,185
Bank Interest		423		423	370
Donations		138		138	764
Other Income		7,688		7,688	2,637
<b>Total Income</b>		<u>113,596</u>	<u>19,197</u>	<u>132,793</u>	<u>123,836</u>
<b>Expenditure</b>					
Wages and Salaries	3	58,001		58,001	60,539
Rates and Water		822		822	1,226
Expenditure on Grant Activities	5		2,917	2,917	3,362
Unused Grant To Deferred Income			16,280	16,280	13,546
Insurance		1,525		1,525	2,638
Light and Heat		6,845		6,845	7,325
Postage and Stationery		819		819	1,242
Telephone and Internet		769		769	787
Centre Expenses		6,078		6,078	4,364
Accountancy	4	1,000		1,000	1,000
Maintenance		0		0	2,498
Office Expenses		9,775		9,775	9,182
General Expenses	7	4,214		4,214	1,159
Legal and Professional		811		811	137
Depreciation		3,802		3,802	2,981
<b>Total Expenditure</b>		<u>94,461</u>	<u>19,197</u>	<u>113,658</u>	<u>111,986</u>
<b>Net Surplus on Activities for the Year</b>				7,135	544
Outside Funds				12,000	11,306
Fund Balance Brought Forward				99,071	87,221
Fund Balance Carried Forward				<u>118,206</u>	<u>99,071</u>



# SOUTH MITCHAM COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

1.	<b>LB Merton Grant</b>				
	Funds received during the year				<u>38,830</u>
2.	<b>Fixed Assets</b>				
		<b>Works to Building</b>	<b>Fixtures &amp; Fittings</b>	<b>Sundry Equipment</b>	<b>Total</b>
	<b>Cost</b>				
	Balance at 1 April 2016	28,429	33,651	29,612	91,692
	Additions	<u>12,315</u>	<u>1,769</u>	<u>0</u>	<u>14,084</u>
	Balance at 31 March 2017	<u>40,744</u>	<u>35,420</u>	<u>29,612</u>	<u>105,776</u>
	<b>Depreciation</b>				
	Balance at 1 April 2016	19,527	18,462	24,465	62,454
	Charge for the year	<u>1,591</u>	<u>1,696</u>	<u>515</u>	<u>3,802</u>
	Balance at 31 March 2017	<u>21,118</u>	<u>20,158</u>	<u>24,980</u>	<u>66,256</u>
	Net Book Value at 31 March 2016	<u>8,902</u>	<u>15,189</u>	<u>5,147</u>	<u>29,238</u>
	Net Book Value at 31 March 2017	<u>19,626</u>	<u>15,262</u>	<u>4,632</u>	<u>39,520</u>
3.	<b>Salaries (Grant and Non Grant)</b>				
					<u>58,001</u>
	This sum includes unpaid salaries of £11,405 accrued.				
4.	<b>Independent Examiner Charges</b>				
	Provision for Fees to 31 March 2017				<u>1,000</u>

# SOUTH MITCHAM COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017 (continued)

### 5. Grants Received and Expenditure of Grants

	WDN MBS	Horizons	Regenera- tion	PQASSO	Tesco	St Marks	Total
Brought Forward	0	9,723	3,823	0	0	0	13,546
Receipts	2,000	0	0	1,500	12,000	2151	17,651
Transfer Unrestricted Funds	0	0	0	0	12,000	0	12,000
Expenditure	0	2,206	0	0	0	711	2,917
Carried Forward	2,000	7,517	3,823	1,500	0	1,440	16,280

### 6. Creditors and Accruals

	2017	2016
Sundry Creditors	7,708	3,199
Salaries	11,405	12,635
	<u>19,113</u>	<u>15,834</u>

### 7. Sundry General Expenses

	2017	2016
Defalcation	560	0
Licensing	1,465	998
Subscriptions	29	113
Sundry Costs	2,160	0
In Memoriam	0	48
	<u>4,214</u>	<u>1,159</u>

### 8. Donations

The Association has received relief from Rent and Rates which may be considered to be the equivalent of donations received. The sums involved are:-

Rent	£25,760
Rates	£10,897

The financial statements do not reflect these sums.

In addition there are uncharged estimated costs relating to volunteers amounting to £47,000.

To: Dial-a-ride

Fax: 7394 5210

Please arrange the following rides: -

Day of Travel: Monday		Date of Travel: 7 <sup>th</sup> August 2017		
From HOME addresses:		Destination: SMCA Community Centre Cobham Court, Haslemere Avenue Mitcham CR4 3PR		
Outward Time flexible between 9.15 and 9.45 ...		... ideally to arrive by 10.15am		
	Customer Name	Customer Number	Outward Time	Return Time
1	S Ambikapathy ( <b>carer for 5020552</b> )	5020260	9.15	13.15
2	S Sivasothy	5035684	9.15	13.15
3	S Thevarajah	5032375	9.15	13.15
4	S Chatchithanantha	101787	9.15	13.15
5	S. Chelliah	106705	9.15	13.15
6	R Thiagarajah ( <b>carer for 5020260</b> )	5020552	9.15	13.15
7	D. Sundaralingam	5056928	9.15	13.15
8	R.P. Sanmugathan	108066	*No ride needed until 21 <sup>st</sup> August 2017	

**Dear Dial-a-Ride**

1. Please make one cancellation for R.P. Sanmugathan 108066 for 24<sup>th</sup> August 2017 \*
2. Do let me know any progress with making all the above customers REGULAR?

Thank you, Brenda Josiah, Manager

South Mitcham Community Association  
Cobham Court, Haslemere Avenue  
Mitcham CR4 3PR  
Tel: 020 8648 3740 Fax: 020 8646 8709